



Cardinia

MINUTES OF GENERAL COUNCIL MEETING

MONDAY, 18 MARCH 2019

MINUTES OF GENERAL COUNCIL MEETING

held in the Council Chambers, 20 Siding Avenue, Officer
on Monday, 18 March 2019
The meeting commenced at 7pm

PRESENT: Mayor, Graeme Moore, Chairman

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

Messrs Carol Jeffs (CEO), Debbie Tyson (AGMAS), David Jackson (AGMCS), Andrew Paxton (GMPD), Jenny Scicluna (GMCWB), Doug Evans (MG)

The Mayor welcomed the gallery to the meeting and particularly recognised members of the Beaconsfield Venturers Scout Group and members of the Tzu Chi Foundation to the meeting.

OPENING PRAYER

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

ACKNOWLEDGEMENT OF TRADITIONAL LANDOWNERS

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

BUNYIP BUSHFIRE

Before formally commencing the meeting the Mayor took the opportunity to reflect on the recent bushfire that had ravaged over 16,000 hectares of the beautiful shire and on the tragic situation that unfolded in Christchurch, New Zealand last week.

The Mayor advised as follows:

Our thoughts are with all of our community members affected by the Bunyip State Park bushfire – particularly those who have lost their homes or animals, or have had properties damaged.

Council's efforts are currently focussed on ensuring our residents are receiving the support and services they desperately need to recover.

Throughout the events over the past weeks I have been incredibly proud of and impressed by the selfless efforts of the CFA and other emergency services; their tireless and brave efforts in placing themselves in dangerous situations to save life and property must be commended. I am extremely proud to be part of such a strong and supportive community.

I must also express my appreciation to the countless Council staff that have provided their assistance over this period, the speed in which they were mobilised to provide relief services,

community support, to clear roads, improve access and importantly to assist residents who have suffered building loss and damage, is a credit to them all.

Our work will continue in earnest for as long as it takes for our community to recover.

For anyone wishing to assist, the best kind of support you can provide is to donate to the Casey Cardinia Foundation Relief Fund, which has been established to assist those residents and the community affected by the fires to recover as quickly and painlessly as possible.

Cr Brett Owen supported the Mayors comments and also thanked the Mayor for his tireless efforts throughout the Bushfire.

CHRISTCHURCH MASSACRE

The Mayor expressed Council's sincere condolences to the residents of Christchurch who have suffered through the horrendous massacre last Friday.

This atrocity is an assault on religious freedom, tolerance, compassion and community and Cardinia Shire abhors such heinous activities. To our friends across the 'ditch' our thoughts and prayers are with you all.

I trust that this brutality will serve to steal our resolve that such deplorable acts will not defeat compassion and tolerance.

As a mark of respect to those that have lost family and friends, I ask that we observe a minute's silence to reflect on this tragedy and the enduring human and community spirit that gives hope in such times of grief.

A minute's silence was observed.

APOLOGIES:

Nil.

CONFIRMATION OF MINUTES OF MEETINGS

Moved Cr R Brown Seconded Cr C Ryan

THAT MINUTES OF THE FOLLOWING MEETINGS BE CONFIRMED-

- General Council Meeting 18 February 2019

Cd.

DECLARATION OF PECUNIARY AND OTHER INTERESTS

Nil.

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1 AMENDMENT C240 - KOO WEE RUP TOWNSHIP STRATEGY IMPLEMENTATION

FILE REFERENCE INT1916579

RESPONSIBLE GENERAL MANAGER Andrew Paxton

AUTHOR Teresa Hazendonk

RECOMMENDATION

1. That Council seek the authorisation of the Minister for Planning under Section 8A(2) of the *Planning and Environment Act 1987* to prepare Amendment C240 to the Cardinia Planning Scheme, generally in accordance with Attachment 3.
2. That Council give notice of Amendment C240 to the Cardinia Planning Scheme under Section 19 of the *Planning and Environment Act 1987*, subject to receiving the authorisation of the Minister for Planning under Part 1.

Attachments

1	Koo Wee Rup Township Strategy	89 Pages
2	Koo Wee Rup Town Centre Urban Design Study, Design Guidelines	13 Pages
3	Planning Scheme C240 Documents	66 Pages

EXECUTIVE SUMMARY

The *Koo Wee Rup Town Centre Urban Design Study Design Guidelines* (Urban Design Guidelines) were finalised in February 2013 and was later used as a background document which informed part of the Township Strategy

The *Koo Wee Rup Township Strategy* (Township Strategy) was adopted by Council in October 2015 and was included as an Incorporated Document in the Cardinia Planning Scheme via Amendment C189 in February 2016.

Amendment C240 proposes to implement the planning outcomes sought by the Township Strategy and the Urban Design Guidelines through more targeted statutory planning tools, being two Development Plan Overlays schedules (DPO) and three Design and Development Overlay schedules (DDO).

The Amendment also proposes to change the status of the Township Strategy from an Incorporated Document to a Reference Document. The Urban Design Guidelines will also become a Reference Document. This approach aligns with advice received from DELWP, and will improve policy control, and the built-form and subdivision outcomes for Koo Wee Rup township.

BACKGROUND

Koo Wee Rup Town Centre Urban Design Study Design Guidelines (February 2013)

The *Koo Wee Rup Town Centre Urban Design Study Design Guidelines* (Urban Design Guidelines) were finalised in February 2013 and was later used as a background document which informed

part of the Township Strategy. It identifies urban design and built-form outcomes for the following precincts in Koo Wee Rup town centre:

Precinct 1: Retail Core / Business / Specialty

- Precinct 1a: Former PMP Printing Site
- Precinct 1b: Traditional Town Centre

Precinct 2: Large Format Retail

Precinct 3: Commercial/Mixed-Use

- Precinct 3a: Station Street
- Precinct 3b: Rossiter Road
- Precinct 3c: Industrial land

Precinct 4: Consolidated Residential

Precinct 5: Community/Civic

Koo Wee Rup Township Strategy (October 2015)

The Koo Wee Rup Township Strategy (Township Strategy) was adopted by Council in October 2015 and was included as an Incorporated Document in the Cardinia Planning Scheme via Amendment C189 in February 2016.

The Township Strategy applies to land located within the Urban Growth Boundary, which is approximately 300 hectares. Koo Wee Rup township is located slightly north of South Gippsland Highway, approximately 85 kilometres to the south-east of Melbourne, 12 kilometres to the north-west of Lang Lang township, 17 kilometres to the south of Pakenham, and 2 kilometres north-east of Western Port Bay.

The Township Strategy seeks specific outcomes for Koo Wee Rup's residentially zoned areas and the commercial town centre. Residential areas are identified as three main groups; future residential areas; existing and new residential areas; and a consolidated residential area. The Township Strategy also identifies the need for the Development Plan Overlay to be applied to two future residential areas.

Advice from the Department of Environment, Land, Water and Planning (DELWP)

The DELWP have raised concerns with the incorporation of Structure Plans and Township Strategies in their entirety into the Cardinia Planning Scheme. Incorporating large documents with specific planning requirements amongst its content makes it difficult for those requirements to be found and are effectively located behind the Cardinia Planning Scheme. The DELWP advise that implementation of Council's strategic documents should occur through statutory planning tools that are easily located and accessed within the planning scheme, such as the Development Plan Overlay (DPO) and the Design and Development Overlay (DDO).

What the Amendment does

Amendment C240 proposes to implement the planning outcomes sought by the Township Strategy and the Urban Design Guidelines through more targeted statutory planning tools, being two DPO schedules and three DDO schedules. The Amendment also proposes to change the status of the Township Strategy from an Incorporated Document to a Reference Document. The Urban Design Guidelines will also become a Reference Document.

In summary, the amendment proposes to:

- Insert new Schedules 8, and 9 to Clause 43.02 DDO.
- Insert new Schedules 23 and 24 to Clause 43.04 DPO.
- Amend the Schedule to Clause 72.03 - What does this planning scheme consist of?

- Amend the schedule to Clause 72.04 to remove the Koo Wee Rup Township Strategy (Oct 2015) as an Incorporated Document.
- Amend Clause 72.08 to insert the Koo Wee Rup Township Strategy (Oct 2015) and the Koo Wee Rup Urban design Study, Design Guidelines (Feb 2013) as Reference Documents.

This approach aligns with advice received from DELWP, and will improve policy control, and the built-form and subdivision outcomes for Koo Wee Rup township.

Proposed Development Plan Overlays

The Township Strategy identifies that DPOs should be applied to guide growth and development in the two future residential areas, known as the Moody Street Residential Area and the Sims Lane Residential Area. Accordingly, it is proposed to apply DPO schedules 23 and 24, which will set-out the framework for the preparation and approval of development plans which will implement the Township Strategy requirements.

The DPOs will ensure that the character guidelines are given due consideration when assessing planning applications for subdivision and buildings and works and ensure consistency in the design of development within these residential areas.

The DPOs will provide direction on issues such as:

- Protection of important vegetation and habitats.
- Drainage and other infrastructure.
- Traffic movement and vehicle access.
- Pedestrian links.
- Public open space and landscaping.
- Lot sizes.
- Building setbacks.
- Front fence heights and treatments.

Proposed Design and Development Overlays

The proposed DDOs will strengthen policy control in relation to the management of the design and built form outcomes, and will ensure that preferred character is given due consideration when assessing planning applications.

Existing and new residential areas - DD08

The Township Strategy identifies most of Koo Wee Rup's residentially zoned areas as 'existing residential areas' or 'new residential estates'. The redevelopment potential and the outcomes sought for these areas are almost the same. It is therefore proposed that one DDO (DD08) be applied to both these areas to ensure future development achieves the preferred neighbourhood character identified by Township Strategy.

Commercial town centre - DD09

It is proposed to apply DD09 to the commercial town centre to assist in achieving built-form outcomes that will preserve and enhance the traditional rural character whilst also activating commercial streetscapes, as identified by the Township Strategy and the Urban Design Guidelines.

DD09 will provide direction on:

- Maximum and minimum building heights.
- Activated and articulated building facades and street frontages.
- Pedestrian amenity.
- Landscaping treatments.
- Passive surveillance of the public realm.
- Location of car parking.

Areas not included in the Amendment

Three precincts identified by the Township Strategy and the Urban Design Guidelines have not been included in Amendment C240.

Town centre precinct 3c: Commercial/Mixed-Use - Industrial land

As this precinct is zoned Industry 1 Zone (IN1Z), its current purpose is for industrial uses, however, the Township Strategy and Urban Design Guidelines seek outcomes that align with commercial or mixed-use zones, not the IN1Z.

Council has identified that a comprehensive review of all current and potential industrial land in Koo Wee Rup needs to be carried out as further strategic work. Such a review will also consider the William Street residential area which partly falls within the Consolidated Residential Area DD09. In the context of Precinct 3c's current and potential zoning it will be considered whether DD09 should be applied to the entire William Street residential area, or other planning provisions.

As such, it is considered premature at this time to implement the outcomes sought by Township Strategy and the Urban Design Guidelines until it is determined what the future direction is for this precinct.

Town centre precinct 4: Consolidated Residential

The consolidated residential precinct is identified for higher density housing in the form of multi-dwellings development including townhouses. It is considered the outcomes sought for this precinct are best achieved through the zone controls and Clause 55 (Rescode), and that applying a new DDO control will do little to achieve the outcomes sought by the township strategy.

Town centre precinct 5: Community/Civic

This precinct is public land which is owned by Council (mostly), Victoria Police and VicTrack.

The outcomes that Council has envisaged in the Township Strategy for land it owns within this precinct can be delivered at any time as capital works. There is no need to introduce planning controls to direct Councils capital works.

Properties owned by Victoria Police and VicTrack are located in the Public Use Zone and can be redeveloped for their own purposes without a planning permit.

POLICY IMPLICATIONS

Strategic Assessment

A summary of the strategic assessment is provided here. The full strategic assessment is provided in the Explanatory Report that forms part of the request to the Minister for authorisation and is contained in Attachment 3.

Consistency with Plan Melbourne Metropolitan Planning Strategy, 2017 - 2050

Plan Melbourne is the Metropolitan Planning Strategy for Melbourne. It sets out the vision and directions to guide Melbourne's growth through to 2050. The Amendment is consistent with directions relevant to residential and commercial areas by ensuring that subdivision and built-form is well-designed whilst maintaining and enhancing character and amenity.

Consistency with the State Planning Policy

State planning policy is contained in the Planning Policy Framework (PPF) in the planning scheme. The Amendment supports the objectives and strategies of the PPF by:

- Supporting housing growth and diversity in defined new residential areas, whilst recognising local circumstances.
- Providing certainty about the scale of growth in the township by prescribing appropriate lot sizes for different areas.
- Providing a guide for structure, functioning and character of settlements in order to promote sustainable growth and development.
- Establishing controls to recognise and protect cultural identity and create a sense of place.
- Providing a tool to create urban environments and subdivision designs that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity.

Consistency with Local Planning Policy Framework (LPPF)

The Municipal Strategic Statement (MSS) and Local Planning Policy Framework (LPPF) provides the vision for land use planning and development within Cardinia Shire. The amendment supports the objectives and strategies of the LPPF by:

- Implementing a statutory planning tool that encourages an attractive, functional, and sustainable built form in existing and future development.
- Ensuring greater housing choice and diversity.
- Assisting in facilitating the development of commercial, community, residential and entertainment activities within Koo Wee Rup township to meet the needs of the existing and future community.

RELEVANCE TO COUNCIL PLAN

The relevant objectives and actions within the 2018 Council Plan are:

Section 2 Our community; the relevant objective is that *we will foster a strong sense of connection between Cardinia Shire's diverse communities.*

- **Action 2.1.2** seeks to *promote access to and encourage, a mix of housing types to cater for the varying needs of people in the Cardinia community.*
- **Action 2.1.5** seeks to *work with local communities to review and implement township strategies that contribute to meeting the needs of those communities.*

Section 3 Our Environment; the relevant objective is that *we will continue to plan and manage the natural and built environment for present and future generations.*

- **Action 3.5.3** seeks to *provide for the sustainable development of rural townships while taking into account their existing character and community needs.*

CONSULTATION/COMMUNICATION

Amendment C240 documents will be exhibited to the public for a period of one month beginning in May 2019 as part of the planning scheme amendment process.

FINANCIAL AND RESOURCE IMPLICATIONS

There are no additional resource implications associated with undertaking the Amendment. Costs associated with this process are provided for by the current and proposed Planning Strategy budget 2018-2019. The application of the DDOs and DPOs will provide a clear policy framework to assist Council planners when assessing and making decisions on applications in Koo Wee Rup township.

CONCLUSION

The proposed DDOs and DPOs have been prepared in response to the actions identified within the Koo Wee Rup Township Strategy and advice from the DELWP, and will implement the objectives and strategies set out in the Township Strategy. -

The overlays will ensure that the character guidelines are given due consideration when assessing planning applications for buildings and works and ensure consistency in the design of development within both the residential areas and the commercial town centre of Koo Wee Rup.

1 AMENDMENT C240 - KOO WEE RUP TOWNSHIP STRATEGY IMPLEMENTATION

Moved Cr J Owen Seconded Cr C Ryan

1. That Council seek the authorisation of the Minister for Planning under Section 8A(2) of the *Planning and Environment Act 1987* to prepare Amendment C240 to the Cardinia Planning Scheme, generally in accordance with Attachment 3.
2. That Council give notice of Amendment C240 to the Cardinia Planning Scheme under Section 19 of the *Planning and Environment Act 1987*, subject to receiving the authorisation of the Minister for Planning under Part 1.

Cd.

2 PETITION REQUESTING TRAFFIC LIGHTS AT TOOMUC VALLEY ROAD AND PRINCESS HIGHWAY INTERSECTION

FILE REFERENCE INT1916374

RESPONSIBLE GENERAL MANAGER Debbie Tyson

AUTHOR Nicholas Charrett

RECOMMENDATION

That Council notes that the petition requesting traffic lights at Toomuc Valley Road and Princes Highway intersection has been referred to VicRoads as the responsible authority to be investigated.

Attachments

1 Petition Requesting Traffic Lights, circulated to Councillors only 22 Pages

EXECUTIVE SUMMARY

At the Council meeting on 18 February 2019, a petition was tabled with 658 signatures requesting Council to install traffic lights at the Toomuc Valley Road and Princes Highway intersection.

Council are in support for the requested traffic signals and the petition has been forwarded to VicRoads as the responsible authority for the intersection.

At the time of writing this report, no correspondence had been received from VicRoads despite numerous attempts to contact them via email and phone for an update.

BACKGROUND

At the Council meeting on 18 February 2019, a petition was tabled with 658 signatures requesting Council to install traffic lights at the Toomuc Valley Road and Princes Highway intersection.

As the responsible road authority for the Princes Highway, VicRoads need to assess this request. The petition was sent to VicRoads in December 2018 requesting them to investigate and provide a response to both the petitioners and Council.

Council has had discussions in the past about this intersections future signalisation, and the crash trend has been gradually increasing over time for this intersection along with the traffic volumes. Council supports the call for signalisation at this intersection as it is known that there are excessive traffic delays during peak periods and a significant crash history at this intersection.

At the time of writing this report, no correspondence had been received from VicRoads despite numerous attempts to contact them via email and phone for an update.

POLICY IMPLICATIONS

This request aligns with the long term goal of ‘improved safety’ in Council’s Liveability Plan 2017-29. Safety is about being and feeling safe. It’s about protecting people from danger and preventing harm where there are known hazards or risk to personal safety

RELEVANCE TO COUNCIL PLAN

1. Our people

1.6 Increase awareness of safety

1.6.1 Works with the Police, Victorian Government and the community to improve safety in home, businesses, public places and roads

3. Our environment

3.2 Transport linkages connecting towns

3.2.5 Advocate for and facilitate improved public transport options and major arterial roads to help link employment, educational, recreational and retail activities between the Shire’s rural and growth areas

CONSULTATION/COMMUNICATION

No consultation has occurred regarding the petition received.

FINANCIAL AND RESOURCE IMPLICATIONS

As VicRoads is the responsible authority for the Princes Highway, the financial obligation to install lights at the Toomuc Valley Road and Princes Highway intersection sits with VicRoads

CONCLUSION

At the Council meeting on 18 February a petition was tabled with 658 signatures requesting traffic lights be installed at the intersection of Toomuc Valley Road and Princes Highway. Council is in support of this request, however have referred the request to VicRoads and the responsible road authority.

**2 PETITION REQUESTING TRAFFIC LIGHTS AT TOOMUC VALLEY ROAD
AND PRINCESS HIGHWAY INTERSECTION**

Moved Cr M Schilling Seconded Cr J Owen

That Council notes that the petition requesting traffic lights at Toomuc Valley Road and Princes Highway intersection has been referred to VicRoads as the responsible authority to be investigated.

Cd.

3 CONTRACT 18/46 - PLANNING SERVICES 2019-2022

FILE REFERENCE INT1916379

RESPONSIBLE GENERAL MANAGER Andrew Paxton

AUTHOR Debbie Tyson

RECOMMENDATION

That:

- The tender submitted by the below four companies to planning services associated with Contract 18/46 - Planning Services be accepted for the initial three (3) year period, with the option of a two (2) year extension as tendered in accordance with the submitted schedules of rates;
 - Power Planning Services
 - NLB Consultants
 - Diamatrix Planning Consultants
 - Mecone
- the remaining tenderers be advised accordingly;
- the common seal of the Council be affixed to the contract documents

Attachments

Nil.

EXECUTIVE SUMMARY

The current Planning Services contract has expired, this contract allows Council to quickly and efficiently organise for planning services to be undertaken, so tenders have been sought for the renewal of the services provided by this original contract.

This report provides consideration for the appointment of a panel of contractors for the supply of planning services within Cardinia Shire for a three year period, as detailed in Contract No. 18/46- Planning Services. This contract is for an initial period of three (3) years, with the option for a two (2) year extension. Tenders were advertised on 24 November 2018 and closed at 2.00pm on 18 December 2018. Submissions were received from seventeen (17) Tenderers. Following an assessment of the tenders, taking into consideration the assessment criteria, the tenders submitted by the following contractors are considered to be the most advantageous to Council.

- Power Planning Services
- NLB Consultants
- Diamatrix Planning Consultants
- Mecone

It is therefore recommended that Contract No. 18/46 for the supply of planning services within Cardinia Shire be awarded accordingly.

BACKGROUND

The contract enables Council to efficiently organise professional support to the Planning and Development Division for planning services, including the Statutory Planning, Growth Areas and Strategic Planning teams. Contract 18/46 for the provision Planning Services is similar to the previous contracts. The Contract will be for an initial term of three years commencing 18 March 2019 with an option to extend for a further two years.

The Contract provides for the following services:

- Input into the preparation and/or review of structure plans, development contributions plans and planning policies.
- Assess planning permit applications and planning scheme amendments.
- Write delegation/council reports, planning permits and conditions
- Prepare planning scheme amendment documentation for submission to DEWLP.
- Prepare written submissions for Planning Panel, VCAT hearings or other Advisory Committees.
- Undertake representation at panel hearings and VCAT.
- Provide expert advice and attend Planning Panels, VCAT or other Advisory Committees as an expert on Statutory and Strategic Planning matter

The tender is structured to enable Council to engage several contractors for supply of the service to ensure a contractor is available when required.

Where several suppliers are contracted, Council may select a preferred supplier from those under contract for each particular job based on the hire rate, skill base and contractor availability.

The seventeen (17) tenders that were received for this contract were required to possess a relevant qualification in Statutory and / or Strategic Planning, and consequently evaluated against compliance with specifications, capability, relevant experience, past performance of the tenderer, quality systems and customer service, and total value for money. They were also checked for a satisfactory rating against mandatory insurance requirements, compliance with conditions of contract, conflict of interest and OH&S.. In summary, there are four (4) contractors recommended to planning services as detailed in the tender documents. It is considered that the four (4) individual companies will provide Council the resources required to ensure high quality planning services and meeting required timeframes for our community.

POLICY IMPLICATIONS

The Local Government Act requires Council to call tenders by public notice prior to entering into any contract valued in excess of \$150,000 for the supply of services and materials. The creation of this panel of contractors assists Council officers in adhering with this requirement.

RELEVANCE TO COUNCIL PLAN

The Council Plan provides for Council to “balanced needs of development, the community and the environment” and “create and support local employment and business opportunities for our community and the wider region” as established in the Council Plan, 2018.

CONSULTATION/COMMUNICATION

No specific community consultation is involved for periodic supply contracts.

FINANCIAL AND RESOURCE IMPLICATIONS

Funding for planning services is budgeted for in the Development and Compliance Services division and the Policy Design and Growth Areas annual Budget. Based on the 2016/17 and the 2017/18 financial years, Council typically spends approximately \$110,000 across three teams on planning services. Prices have been sought on a schedule of rates basis. This contract does not guarantee work or prevent Council from engaging consultants outside of the contract. There is no fixed financial implication resulting from the award of these contracts.

CONCLUSION

It is recommended that the tenders submitted by Power Planning Services, NLB Consultants, Diamatrix Planning Consultants and Mecone will provide best value for Council and that they should be accepted for Contract 18/46 – Planning Services

3 CONTRACT 18/46 - PLANNING SERVICES 2019-2022

Moved Cr J Owen Seconded Cr C Ryan

That:

- The tender submitted by the below four companies to planning services associated with Contract 18/46 - Planning Services be accepted for the initial three (3) year period, with the option of a two (2) year extension as tendered in accordance with the submitted schedules of rates;
 - Power Planning Services
 - NLB Consultants
 - Diamatrix Planning Consultants
 - Mecone
- the remaining tenderers be advised accordingly;
- the common seal of the Council be affixed to the contract documents

Cd.

4 GEMBROOK LEISURE PARK MASTERPLAN

FILE REFERENCE INT1916405

RESPONSIBLE GENERAL MANAGER Jenny Scicluna

AUTHOR Samantha Cross

RECOMMENDATION

Council endorse the Gembrook Leisure Park Masterplan.

Attachments

1 Gembrook Leisure Park Masterplan 1 Page

EXECUTIVE SUMMARY

In 2017, it was identified that the Gembrook Leisure Park playground and skate park was in urgent need of replacement. A report was presented to SLT in August 2017, recommending that the project receive capital funding.

Council was successful in receiving \$500,000 in grant funding from the Federal Government's Building Better Regions Fund program, and an additional \$500,000 from the State Government's Growing Suburbs Fund. These grants support Council's contribution of \$500,000 from the 2018/19 capital works program and brings the total budget for the project to \$1,500,000.

Land Design Partnership were engaged to develop a draft concept design that was used for initial community consultation in February and March 2018. The feedback from this consultation was then used to develop a revised Concept Plan. Further community engagement occurred in October and November 2018 regarding the revised concept plan.

This consultation has informed the development of the Gembrook Leisure Park Masterplan (attached).

BACKGROUND

The Gembrook Leisure Park is located adjacent to the Gembrook Community Centre and includes a large concrete skate park, a play space, public toilets, barbeques, and picnic facilities. The play space and skate park at Gembrook Leisure Park were constructed over a number of years and was completed in the year 2000. It was driven and delivered by the community. The existing play space whilst not an official "all abilities play space" included a number of ramps which allowed children in wheelchairs assisted access to the main structure.

The play space and skate park are both degrading. The play space is requiring weekly maintenance and a number of items and a section of the timber structure has been removed due to safety concerns.

A consultant was engaged to develop a draft concept design for Council to utilise to engage the community. The initial concept design was presented to the community during two community engagement workshops held in February and March in 2018. A "Have your say" survey was also undertaken to collect feedback from the community and determine the key activities the

community would enjoy in the District level reserve park. The concept design was also presented to the Gembrook Township Committee.

The key themes which emerged during the initial community engagement process and identified by the community as priorities for the park include:

- Skating / scooting
- Splashing
- Swinging
- Bouncing
- Flying fox
- Climbing
- Fitness
- Nature play.

A revised Concept Plan was prepared incorporating these key themes as well as enhancing the space through effective placement of activities as outlined below:

- Improved connections with the neighbouring Gembrook Community Centre, formalising the Centre car park and providing three entry points, including an accessible ramp.
- Formalised car parking along Beenak East Rd, providing accessible parking and improved access to the park.
- Active recreational opportunities provided including multi-purpose half court, hit up wall and large skateable space for skating, scooting and bike riding; incorporating hangout and informal space for young people, families and spectators to utilise.
- Open lawn providing sheltered barbeques and picnic tables connecting with exercise station
- Play opportunities including:
 - Zero depth water splash play, ensuring separation between play space and water play
 - Accessible play
 - Nature play; and
 - Adventure play.
- Shade provision including natural and structured shade.
- Art and some decorative items found in the existing play space, will be used to connect the new play space with its original design and community input.

The revised Concept Plan was presented to SLT and Council for discussion in October 2018 and approval for community consultation was sought.

During October and November 2018, extensive community consultation regarding the revised concept plan was undertaken including:

- Skatepark focus workshops at the Emerald Secondary College and after hours for the broader community;
- Attendance at the Gembrook Community Market;
- Attendance at the Gembrook Township and Gembrook Community Halls Committee meetings; and
- "Have your say" online survey.

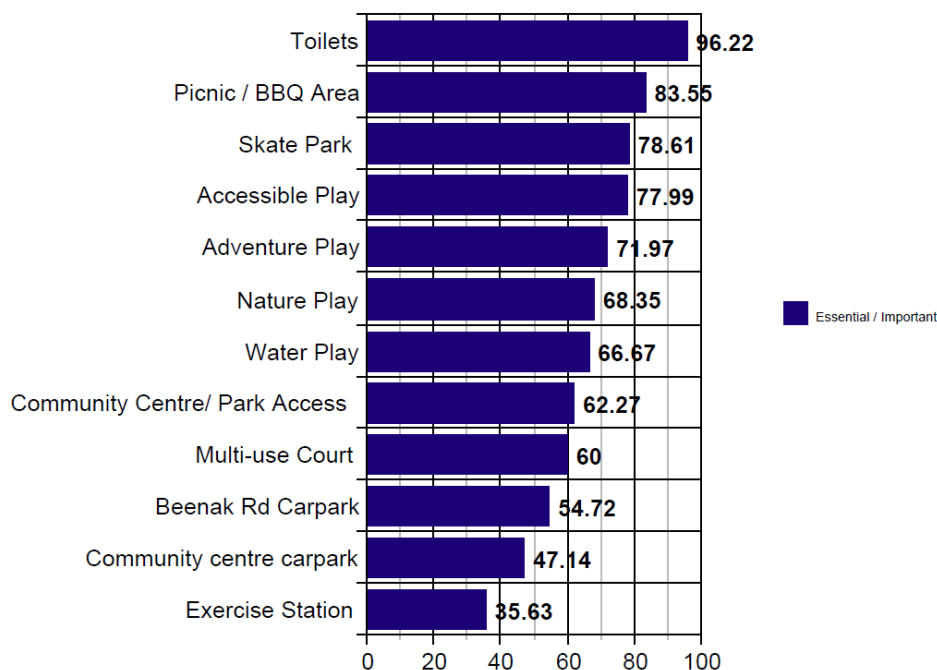
Community feedback received showed there was general support and excitement for the majority of the elements of the proposed concept design.

160 people responded to the 'Have Your Say' survey.

The 'Have your say' survey asked respondents to assign an importance rating to 12 of the components in the Concept Plan. As part of the community consultation, respondents were asked to assign an importance rating to each of the components. The data collected is summarised in the

graph below which demonstrates the order of components based on what community rated as "important" and "essential".

Gembrook Leisure Park Revised Concept Plan consultation data
November 2018



The community feedback received showed significant concern regarding the proposed skate park design. Concern was expressed that the skate park wasn't large enough, didn't meet existing skaters, scooters and BMX users' needs and that it was a downgrade from the current facility.

Council responded to the concerns regarding the skate park design elements by undertaking further engagement activities including a focus group workshop and visit to Secondary College. This feedback is now reflected by an increased skate park footprint and budget allocation, and relocated basketball/ multi use court closer to the lawn area, placing the skate park back in its original location on the site.

The community also expressed concern regarding the removal of the existing BBQ shelter due to its community connection.

In response to concerns regarding the proposed removal of the barbeque shelter, Council engaged a structural engineer to assess the structural integrity of the shelter. The report identified significant concerns regarding the structural integrity of the existing shelter which would require extensive and ongoing works. The consultant noted that even if Council undertakes the extensive works recommended, the lifespan of the shelter would still only be another five years.

It is therefore still proposed that the structure be removed and replaced with a new shelter.

The Preliminary Cost Estimate received based on the revised Concept Plan was above the available budget. Council have worked with the designer to identify savings and where required, reduced the scope of the project to fit within the available budget.

A more detailed Masterplan for the park has been prepared based on the community consultation on the revised Concept Plan. The Masterplan prepared incorporates the following changes from the revised Concept Plan based on funding available and community feedback:

- An increase in footprint of the skate park;
- Public toilets to be refurbished as opposed to being replaced with exeloo's due to budget constraints;

- The removal of the proposed community centre carpark formalisation from the project scope due to budget constraints. East Beenak Rd car parking remains in the scope;
- Removal of one access path to the Community Centre - it was determined by the Gembrook Community Centre Committee that it was not a required connection. There still remains 2 pathway connections from the Community Centre;
- Removal of the exercise station due to low community desire and budget constraints; and
- Removal of the proposed zero depth water play due to lower community priority, construction funding constraints and ongoing maintenance costs and issues.

A CPTED (Crime Prevention through Environmental Design) checklist was completed on the Masterplan. The Masterplan takes into consideration sightlines throughout the reserve by ensuring low level landscaping and visually accessible fencing is implemented. The reserve is located along two main roads in Gembrook, adjacent to housing and nearby public facilities, supporting day and night time surveillance. The Masterplan proposes a range of activities, encouraging a variety of user groups to utilise and access the space, supporting safety through activity generation.

POLICY IMPLICATIONS

The project aligns with Council's Liveability Plan vision by enhancing the liveability of the Gembrook Township, and providing opportunities and encouraging residents to be healthy, included and connected. It supports the Open Space domain of the Liveability plan, meeting objectives:

7. An increase in participation in open spaces and places.
 - 7.1 Strategically planning and maintaining open spaces and places to be safe, accessible, appealing and connected.
 - 7.2 Enriching local identity and place making through public art and cultural expression.
 - 7.3 Increasing access to leisure, sport and recreation opportunities.
 - 7.4 Protecting and enhancing the environmental quality of open spaces and places.

An action of the Gembrook Township Strategy (2011) was to revitalise and provide for the ongoing maintenance of Gembrook Leisure Park, as well as providing a direct access between the Leisure Park and the Community Centre. Currently users are scaling the embankment between the Leisure Park and the Community Centre rather than taking the path around. The revised concept plan address this issue.

The Cardinia Shire Play space Strategy specifies that Council will "Retain and enhance play spaces at Gembrook Leisure Park as an enhanced district play spaces for the community and that "The renewal of (the) play spaces should involve a high level of community consultation".

A priority of the Cardinia Skate and BMX Strategy (2016) is to demolish and replace the existing Gembrook Skate Park with a smaller local facility to current best practice.

RELEVANCE TO COUNCIL PLAN

Our People

- 1.4.4 Support children, young people, families, older adults and people of all abilities by providing a range of accessible services and facilities.
- 1.5.1 Provide active and passive recreation facilities to meet the needs of residents.
- 1.5.2 Increase opportunities for residents to participate in a range of sport, recreation and leisure activities.

Our Community

- 2.2.1 Provide a range of opportunities that encourage community participation in Council policy and strategy development.
- 2.2.2 Communicate the activities and decisions of Council to the residents in a variety of ways.
- 2.3.3 Strengthen Council's community engagement through the development, implementation and promotion of effective practices.

Our Environment

- 3.1.2 Develop new and maintain existing parks, gardens and reserves in a sustainable way.
- 3.1.3 Provide accessible facilities to meet identified community needs.
- 3.1.4 Manage Council's assets like roads, drainage, footpaths and buildings, etc. in a way that ensures they are adequately maintained over their life.

Our Governance

- 5.1.2 Enhance the community's confidence in Council's community engagement.

CONSULTATION/COMMUNICATION

The Gembrook Leisure Park has significant community attachment and interest. This was clearly demonstrated throughout the community consultation process.

The revised Concept Plan was presented to the community during October and November 2018 through the following consultation methods:

- October 26 - November 26 - Online survey to ensure all community members have the opportunity to provide feedback on the draft concept design. Hard copy surveys were provided at the Gembrook Post Office to ensure all community members had the opportunity to have their say.
- 28th October - Gembrook Market - Council set up a Marquee presenting the concept design at the Gembrook Market. iPads were available for people to complete the survey.
- 14th November - lunchtime 'pop up' stall held at Emerald Secondary College to receive specific feedback regarding the skate park design, as well as encourage students to complete the online survey. Approximately 50 students came and spoke to Council.
- November - Council attended the Gembrook Halls Committee and Township Committee meetings to present the concept design, answer any questions and receive feedback.

During December 2018, specific consultation was undertaken regarding the skate park component of the Concept Design. This included:

- 16 December - Informal skate park visit to meet and chat with young people using the skate park about what they like / dislike / would like to see at the upgraded version.
- 19 December - Skate park focus workshop facilitated by skate park design specialist Darren White from Baseplate. Community members were invited to attend a focus group after hours to meet with the designer and further delve into what they wanted to see in the skate park, as well as answer concerns and questions around why it was going to be rebuilt (design outdated, large area that isn't conducive to skating, scooting, or bike riding, current state unsafe for skating in particular). The Township Committee provided a BBQ at this workshop, and the overall workshop was well received by those who attended. Over 30 community members attended the workshop, mainly young people and children who regularly use the skate park. The designer actively engaged all the attendees asking each person:
 - what they want in the new skatepark,
 - what don't they like about the existing skatepark, and
 - what was missing from the existing skatepark.

The resulting information received from this workshop was 17 “wants”, 6 “dislikes”, and 14 “missing”. Out of the 17 wants, only 2 items were not able to be accommodated. And out of the 14 missing, only 1 was unable to be accommodated. The proposed design has a much superior function and flow, and also caters for a range of ages and abilities.

Further consultation with the community occurred from 4 February to 24 February 2019 to allow the community the opportunity to contribute to the detailed play space design. This consultation included conversations at the local children's centre, Gembrook Primary School and surrounding primary schools (four in total). Council received 450 votes from the schools and children's centre. An online survey was created to encourage all community members to have their say on their favourite play space design. Council received 412 online survey votes. By separating the design of the play space from the broader project tender process, it allowed Council to consult with the community and offer them the opportunity to have input into the final design.

FINANCIAL AND RESOURCE IMPLICATIONS

Council was successful in receiving \$500,000 from the Federal Government's Building Better Regions Grant Program, and an additional \$500,000 from the State Government's Growing Suburbs Fund. These grants support Council's contribution of \$500,000 from the 2018/19 capital works program and bring the total budget for the project to \$1,500,000.

The project is upgrading and enhancing the reserve, and therefore will be providing a higher level of service to the community. This process will have an impact on maintenance and operating costs as described below:

The reserve is currently receiving high maintenance due to the repairs and safety inspections associated with ageing infrastructure. The project will initially reduce the level of inspections and maintenance required. However, as it will be providing higher level of service, the inspection frequencies will be higher, which will be incorporated into the current maintenance program.

The provision of the proposed zero depth water play would cost Council an upfront construction cost of \$150,000 and ongoing maintenance costs of up to \$10,000 per month. This amount would address general servicing, pumps, inspections, water quality testing and treatment in line with water quality regulations. There is the potential to incorporate these additional costs into the current Major Recreation Facility Contract 15/01 to oversee the plant management and maintenance associated with the water treatment process at a cost to Council.

The Preliminary Cost Estimate received based on the revised Concept Plan was significantly over the budgeted amount. The feedback received through the community engagement process, helped to identify the components that were considered most important. Based on this feedback, some areas of the scope were refined, reduced, and in some instances increased (i.e. skatepark).

CONCLUSION

The Gembrook Leisure Park Upgrade will provide the local and wider community with an enhanced district reserve, supporting the local and wider hills community to recreate, play, engage and socialise. It will provide a range of play opportunities for all ages and abilities, with additional active recreation opportunities, and passive space to picnic and relax.

The importance of the project is clear, demonstrated by the level of community responsiveness, and funding received through both State and Federal government grant programs.

A Masterplan for the Gembrook Leisure Park has been prepared based on community feedback on the initial and revised concept plans and funding availability. It is recommended that upon endorsement, the Masterplan is then presented to the community. This will allow Council to present to the community the final designs of the play space and skate park which they helped shape, and to also provide information regarding the process followed, closing the loop.

4 GEMBROOK LEISURE PARK MASTERPLAN

Moved Cr J Springfield Seconded Cr L Wilmot

Council endorse the Gembrook Leisure Park Masterplan.

Cd.

5 EOI 18/38 - FOOD CIRCLES COLLECTIVE IMPACT PROJECT

FILE REFERENCE INT1916461

RESPONSIBLE GENERAL MANAGER Jenny Scicluna

AUTHOR Pieta Bucello

RECOMMENDATION

That Council:

- Support *Sustain: The Australian Food Network* as the successful applicant for EOI 18/38.

Attachments

1	Part D - Response Document (Sustain)	14 Pages
2	Food Circles 2 Year Report	30 Pages
3	Community Food Strategy and Action Plan 2018-26	40 Pages

EXECUTIVE SUMMARY

The Cardinia Food Circles Project has been running since November 2016, with a 10-year vision to establish a healthy, delicious, sustainable and fair food system for all residents. *Sustain: The Australian Food Network* (Sustain) fulfilled the backbone role for the Collective Impact project during this time.

In line with Council's procurement policy, following the initial 2-year contract, an expression of interest (EOI) was initiated, for an organisation to fulfil the backbone function of the project. The EOI process took place between December 2018 and February 2019 and the outcome is now being presented for endorsement.

BACKGROUND

In November 2016 Sustain were awarded contract 16/54 to initiate the Food Circles Collective Impact Project. This project is an Australian first, seeing government, community, philanthropy, business and non-government agencies come together to find local solutions to the complex problems of food security and obesity.

The project has a 10-year vision to establish a healthy, delicious, sustainable and fair food system for all residents.

Following establishment of the project over the initial two years, Council is now reviewing the backbone function for the collective impact project and opened an EOI for other organisations to take on this role.

The EOI opened on the 1 December 2018 and closed on the 22 January 2019. One application was received through this process, from *Sustain: The Australian Food Network*.

The application was assessed based on the following criteria:

- Ability to undertake the six backbone functions of collective impact
- Capability and experience around utilisation of collective impact or systems thinking methods

- Experience around community development, health promotion and community engagement strategies
 - Experience in managing, recruiting and maintaining organisational partnerships and relationships
 - Professional reports and advocacy documents, including systems for governance, evaluation and professional facilitation
 - Working relationship between the backbone and Council
 - Proposed work plan for the next 12 months
 - Value adding factors for engagement
 -
- Upon completion of the evaluation process overseen and chaired by Council's Procurement Officer, Sustain were assessed as the successful proponent due primarily to the high standard of their submission.

POLICY IMPLICATIONS

The Food Circles Project aligns to the 'Food' policy domain within *Cardinia Shire's Liveability Plan 2017-29* and activates the recently adopted *Cardinia Community Food Strategy and Action Plan 2018-26*.

It also supports Council's internally adopted 'Cardinia Food Security Principles' and aligns to The *Urban and Regional Food Declaration*, of which Cardinia Shire Council became a signatory in November 2017.

Through the Interface Group of Councils, Cardinia Shire Council has played a key advocacy role to protect Melbourne's foodbowl, as a partner of the Foodprint Melbourne research. The most recent report, *Food for thought: Challenges and opportunities for farming in Melbourne's foodbowl*, was published in July 2018.

Council's work and role in this area is also determined by relevant Victorian policy. The *Public Health and Wellbeing Act 2008* highlights Council's role in planning for the health and wellbeing of the municipality. The Victorian Public Health and Wellbeing Plan's priority area 'Healthy eating and active living' focuses on increasing fruit and vegetable consumption and reducing consumption of discretionary food and drink.

RELEVANCE TO COUNCIL PLAN

The Food Circles Project relates to the Council Plan, specifically:

- Strategy 2.4.2 - Enhance food literacy and security within the community
- Action 2.4.2.1 - Coordinate and implement the Food Circles Collective Impact Project.

CONSULTATION/COMMUNICATION

Sustain and other existing Food Circles Project partners were notified of the intent to run an EOI process and were contacted via phone and/or email when the documentation was live on the website: www.eprocure.com.au/cardinia

The EOI was also advertised in the Age newspaper from Saturday 1 December 2018.

FINANCIAL AND RESOURCE IMPLICATIONS

The total budget for the Food Circles Collective Impact Project is \$100,000. For the past two years this total amount has been provided to the backbone, with a proportion of this allocated to the Project Coordinator position. During the review of the backbone function it was decided that the position could be more effective if it sat internally within Council. For this reason part of the budget will be held internally to employ the project coordinator.

The total contribution in funding to the backbone from Council will be \$44K annually. The length of the new contract is 3 years with the option to extend for 2 + 2 years, with the intent to fulfil the 10-year vision of the project.

During the past two years a further value of over \$330,000 has been attracted to the project through state government and philanthropic funding and in-kind contributions from partner organisations and community volunteers.

CONCLUSION

An expression of interest process was conducted to review the role of the 'backbone' for the Cardinia Food Circles Collective Impact Project. One application was received and following evaluation, *Sustain: The Australian Food Network* is recommended as the successful applicant.

5 EOI 18/38 - FOOD CIRCLES COLLECTIVE IMPACT PROJECT

Moved Cr J Owen Seconded Cr C Ryan

That Council Support *Sustain: The Australian Food Network* as the successful applicant for Expression of Interest 18/38.

Cd.

6 CONTRACT 18/44 - WORRELL RESERVE PAVILLION

FILE REFERENCE INT1916583

RESPONSIBLE GENERAL MANAGER Debbie Tyson

AUTHOR John Dowber

RECOMMENDATION

That:

- Council accept the tender sum of \$2,632,450.00 (excl. GST) from Lloyd Construction Group Pty Ltd for Contract No. 18/44 Worrell Reserve Pavilion, and;
- The common seal of Council be affixed to the Contract documents.

Attachments

- 1 Confidential Memorandum, circulated to Councillors only 3 Pages

EXECUTIVE SUMMARY

This report provides consideration for the appointment of a contractor to undertake the pavilion construction works required under Contract 18/44 - Worrell Reserve Pavilion. This project involves the construction of change rooms, standard and universally accessible amenities, umpire rooms, first aid, kitchen and social space, meeting rooms, communications, community gymnasium facility, cleaner's store and storage spaces on an all-encompassing building footprint of around 500m².

BACKGROUND

The Pavilion Project is located at 402A Belgrave-Gembrook Road, Emerald, Victoria 3782.

The Worrell Reserve masterplan has been developed to meet the growing needs of the community. The new Pavilion comprises community spaces including a 24/7 Gymnasium, social space, meeting rooms for community groups and a community kitchen and amenities, in conjunction with proposed minor upgrade to the adjoining Tennis Club Civil works to upgrade training areas, car access and parking facilities and the recently completed reconstruction of the sports oval facility.

Further, to meet the growing needs for sports in Emerald and surrounding areas, the Pavilion also provides for sporting female friendly change rooms, a multi-purpose facility, kitchen, office area, female friendly/standard and universally accessible amenities, umpires, a gym and first aid room.

The tender for the Worrell Reserve Pavilion was advertised on January 12th 2019 and closed on February 12th 2019.

All tenders were assessed against a range of non-weighted selection criteria to ensure the viability of the tender submissions. Criteria comprised of Financial Viability, Insurances, Conditions of Contract, Conflict of Interest, and Occupational Health and Safety.

All tenders were also assessed against the weighted criteria of Compliance with the Specifications, Capability and Capacity, Relevant Experience and Past Performance, Quality Systems and Project Plan and Timelines.

Following a comprehensive review of the submitted tenders by the Evaluation Panel, the tender submission by Lloyd Construction Group Pty Ltd with a tender price of \$2,632,450.00 (excl. GST) represents the best value for money outcomes to Council.

POLICY IMPLICATIONS

Nil.

RELEVANCE TO COUNCIL PLAN

The delivery of this project aligns with the Council's Plan objectives:

1 Our people

- 1.1 Access to a variety of services for all
- 1.2 Access to support services and programs for your people
- 1.3 Learning opportunities for all ages and abilities
- 1.5 Variety of recreation and leisure opportunities

2 Our community

- 2.1 Our diverse community requirements met

CONSULTATION/COMMUNICATION

Extensive consultation has been undertaken in the development and design phases for this Pavilion project.

Council officers have consulted with BBRF and Sport & Recreation Victoria, and have sought feedback and comments from relevant community groups. In particular, feedback was sought with reference to all-inclusive access, function and use by multiple groups in their delivery of simultaneous activities and the connectivity of related community spaces.

In addition, there has also been broad internal consultation from related stakeholders such as Community Strengthening, Active Communities, Risk, Health & Safety, Governance, Buildings and Facilities, and Infrastructure Services.

FINANCIAL AND RESOURCE IMPLICATIONS

The Worrell Reserve Pavilion project budget is \$2,800,000,000 (excl. GST), which includes the recommended tender price of \$2,632,450.00 (excl. GST) plus approximately \$165,000.00 for the Design documentation incl ESD and Universal Design requirements, project management fees and 1% art allowance.

Thus, there are sufficient funds available for this project.

CONCLUSION

The Worrell Reserve Pavilion project is integral to meeting community expectations and the Growing Suburbs Fund financial commitment and timeline expectations.

It is recommended that Council award Contract No. 18/44, for the construction of Worrell Reserve Pavilion, to Lloyd Construction Group Pty Ltd, for the tender sum of \$2,632,450.00 ex GST.

6 CONTRACT 18/44 - WORRELL RESERVE PAVILLION

Moved Cr B Owen Seconded Cr J Springfield

That:

- Council accept the tender sum of \$2,632,450.00 (excl. GST) from Lloyd Construction Group Pty Ltd for Contract No. 18/44 Worrell Reserve Pavilion, and;
- The common seal of Council be affixed to the Contract documents.

Cd.

7 APPOINTMENT OF INDEPENDANT MEMBERS TO AUDIT COMMITTEE

FILE REFERENCE INT1916735

RESPONSIBLE GENERAL MANAGER David Jackson

AUTHOR Sharon Voltan

RECOMMENDATION

That:

1. Messrs Vince Philpott and Michael Said be appointed as independent members of the Audit Committee
2. Mr Hugh Parkes, whose term as a member has expired, be removed as a member of the Committee.

Attachments

Nil

EXECUTIVE SUMMARY

Independent members of the Audit Committee are required to be appointed to the Committee by the Council.

Expressions of interest to fill a current vacancy on the Committee, caused by the expiry of the term of appointment of Mr Hugh Parkes, have been called and after conducting interviews of a shortlist of persons expressing such an interest Messrs Vince Philpott and Michael Said are recommended to be appointed to the Committee.

BACKGROUND

The term of appointment of Mr Hugh Parkes as an independent member of the Audit Committee has expired. An expression of interest process was conducted via the Pakenham Gazette newspaper and council's website seeking expressions of interest from suitably qualified and experienced person to fill this vacancy.

The current structure of the Audit Committee is two external members, one of which is to be Chairperson, and two councillors. The Local Government Act Bill, which is to be reintroduced into State Parliament, requires that a majority of members of the committee must be independent members.

The Audit Committee Charter allows for a maximum of three independent members and it is proposed that Council should take the opportunity of appointing an additional two members rather than merely replace the vacancy caused by the term of office of Mr Hugh Parkes expiring.

A total of 12 expressions of interest were received and after conducting interviews of a shortlist of person lodging such expressions of interest Messrs Vince Philpott and Michael Said are recommended to be appointed. Both individuals have expertise in financial management and risk and experience in public sector management as required by the provisions of the Local Government Bill.

POLICY IMPLICATIONS

Nil

RELEVANCE TO COUNCIL PLAN

Maintaining the Audit Committee structure, focus and membership is in keeping with the Council Plan goals of embracing and demonstrating effective governance and transparency, governing and decision making in the best interests of the Cardinia Shire community, making financial decisions that achieve the objectives of Council and long-term financial sustainability and making financial decisions that are fair and ethical and balance costs and benefits between present and future generations.

CONSULTATION/COMMUNICATION

An extensive expression of interest process was undertaken seeking a new Independent member of the audit Committee

FINANCIAL AND RESOURCE IMPLICATIONS

Independent members of the Audit Committee received \$1800 per meeting and the Committee meets quarterly.

CONCLUSION

It is considered appropriate to appoint Messrs Vince Philpott and Michael Said as independent members of the Audit Committee.

7 APPOINTMENT OF INDEPENDANT MEMBERS TO AUDIT COMMITTEE

Moved Cr B Owen Seconded Cr C Ross

That:

1. Messrs Vince Philpott and Michael Said be appointed as independent members of the Audit Committee
2. Mr Hugh Parkes, whose term as a member has expired, be removed as a member of the Committee.

Cd.

8 SHADE POLICY

FILE REFERENCE INT1916362

RESPONSIBLE GENERAL MANAGER Jenny Scicluna

AUTHOR Samantha Cross

RECOMMENDATION

That Council endorse the Shade Policy.

Attachments

- | | | |
|---|------------------------------------------------|---------|
| 1 | Shade Policy Draft | 5 Pages |
| 2 | Letter of Support from SunSmart Cancer Council | 1 Page |

EXECUTIVE SUMMARY

The purpose of the Shade Policy is to outline Council's direction on the provision of shade (natural and built form) within Council owned and managed open space and facilities. It provides a framework to guide decisions and to ensure that the local community and those utilising Council facilities and open space have access to quality shade, whilst encouraging the community to adopt personal sun protection practices.

Key benefits of shade provision includes:

- Reducing sun exposure and exposure to UV radiation.
- Promoting a healthy, active lifestyle.
- Reducing urban heat island effect.

Implementation of this Policy is to be progressive and ongoing. It will be rolled out in conjunction with programed renewal, new and upgrade project works, along with one off capital works projects at key sites.

BACKGROUND

As part of creating healthy and safe environments for the community, Council has a key role to play in providing public places, open space, and facilities that offer some protection from the sun.

With an increasing awareness of the damaging effects of exposure to UV radiation, rising temperatures and frequency of heatwaves, there is an opportunity for Council to improve the way it provides shade in open space and facilities across the municipality.

Research highlights that skin is most susceptible to UV radiation damage in the first 15 years of life. Therefore, shade is particularly important in areas highly frequented by children and young people. Shade provision is also important for older people and people with disabilities as walking trips by these users can often take longer, increasing exposure to heat and UV radiation.

The Shade Policy applies to all Council owned and/or managed open space including; active and passive reserves, play spaces, skate parks and BMX tracks, civic spaces, shared paths and walking

routes, and in and around key destinations, it also applies to all Council owned and/or managed facilities i.e. swimming pools, recreation clubs, kindergartens and early learning facilities.

The Policy applies to all Council owned and/or managed open space and facilities. The key Guiding Principles for shade provision across the Municipality are:

- Council will prioritise natural shade solutions involving the strategic planting of trees and other vegetation.
- Council considers high use play spaces a priority for shade provision, including kindergartens and children's centres; which are also governed by regulatory applicable standards for shade provision.
- Council will actively seek funding to support the provision of shade at key locations.
- Council will apply asset management principles for effective lifecycle management of all shade structures.

There are two main types of shade provision:

Natural shade - reduces exposure to indirect UV radiation and helps cool the space by allowing airflow.

- Landscape:
 - Tall canopy trees, mid-level canopy trees, and lower shrubs.
 - Deciduous and non-deciduous tree species.
- Built form shade structures - protect people from direct UV radiation and include:
 - Tension membrane structures (TMS) / shade sails.
 - Demountable systems (umbrellas).
 - Permanent shade systems; pergolas, rotundas, verandas, covered decks.

To support the Policy, Council have developed the following documents:

- Shade Sail Structures Design Specifications:
 - To ensure shade structures are built to a certain standard across the Shire.
- Shade Structure Procedure:
 - To ensure the application of asset management principles for all shade structures including; service need, project planning, project implementation, maintenance (routine and reactive), inspections (defect and condition), renewal, and disposal.

POLICY IMPLICATIONS

The Shade Policy supports the strategic objective of the Cardinia Shire' Liveability Plan; Municipal Public Health and Wellbeing Plan (2017-29). The Policy relates to the Liveability policy domain; *Open spaces and places*. *'Open space in Cardinia Shire is strategically planned, developed and maintained to create a sense of place, encourage participation, protect the natural environment and promote health and wellbeing'*.

Shade provision will be strategically planned and align with policy direction. It will support and encourage participation throughout the seasons. Natural shade will contribute to the protection of the natural environment, and people's connection to it. This will support and promote health and wellbeing.

Council's Play Space Strategy (2014) identifies that maximising natural solutions for shade is the preferred option, however, recognises that a balance is required. Combining natural and built shade has many benefits. Built shade structures offer protection from direct UV radiation and provide an interim shade solution while trees mature. Natural shade including trees, shrubs and other vegetation reduces exposure to indirect UV radiation and helps cool the area by reducing the heat

island effect. It also allows for sun exposure during winter, assisting in the reduction of vitamin D deficiencies.

RELEVANCE TO COUNCIL PLAN

1. Our people

1.4. Improved health and wellbeing for all

1.4.1. Source funding and deliver a range of initiatives that promote health and wellbeing.

1.4.3. Routinely investigate community health and wellbeing issues to inform Council's planning and activities.

1.4.4. Support children, young people, families, older adults and people of all abilities by providing a range of accessible services and facilities.

3. Our environment

3.1. Provision and maintenance of assets on a life-cycle basis

3.1.2. Develop new and maintain existing parks, gardens and reserves in a sustainable way.

3.1.4. Manage Council's assets like roads, drainage, footpaths and buildings, etc. in a way that ensures they are adequately maintained over their life.

3.4. Natural and built environments supporting the improved health and wellbeing of our communities

3.4.1. Plan and develop built environments that support improved health and wellbeing of our communities through implementation of the Healthy by Design guidelines.

3.4.2. Raise awareness of our environment's impact on people's health and wellbeing by integrating the concept of liveability across all Council business units and including liveability indicators within the municipal public health and wellbeing plan.

CONSULTATION/COMMUNICATION

Extensive consultation has occurred within Council to develop this Policy.

External consultation occurred with Sun Smart who have provided Council with a letter of support (attached).

FINANCIAL AND RESOURCE IMPLICATIONS

Implementation of this Policy is to be progressive and ongoing. It will be rolled out in conjunction with programmed renewal, new and upgrade project works, along with future one off capital works projects at key sites.

CONCLUSION

The purpose of the Shade Policy is to outline Council's direction on the provision of shade (natural and built form) within Council owned and managed open space and facilities. It provides a framework to guide decisions and to ensure that the local community and those utilising Council facilities and open space have access to quality shade, whilst encouraging the community to adopt personal sun protection practices.

8 SHADE POLICY

Moved Cr M Schilling Seconded Cr J Owen

Council endorse the Shade Policy.

Cd.

9 **MAJOR PROJECTS REPORT**

FILE REFERENCE INT1916359

RESPONSIBLE GENERAL MANAGER Debbie Tyson

AUTHOR Andrew Barr; Ben Wood; Desiree Lovell; Tim Cooper; Walter Carmignani

RECOMMENDATION

That the report be noted.

Attachments

Nil.

EXECUTIVE SUMMARY

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

CONCLUSION

This regular activity report is provided for Councillors' information.

Capital works

Reserves

James Bathe Recreation Reserve civil works

Project description	Construction of two football/cricket ovals, netball courts and play space.
Funding	The project is funded by Council and a contribution through Sport and Recreation Victoria.
Timelines	The works are expected to be complete by May 2019.
Update	Bulk earthworks and drainage to both ovals, the car park and playground areas are complete. Concrete works are underway in the playground area and the shelters have been installed. Irrigation to oval 1 and 2 is now complete. Subsurface drainage to oval 1 is complete with works to oval 2 nearing completion. The pump shed, tank and ball catch net poles have also been installed. Spoon drains to both ovals and kerb and channel to the carpark is complete. Fencing works to the ovals is near completion. Electrical installation is also nearing completion and the light poles have been stood.

James Bathe Recreation Reserve pavilion

Project	Construction of a new pavilion servicing netball, football, cricket
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description	activities and includes provision for community use.
Funding	Council and the Victorian Government's Growing Suburbs Fund are jointly funding this project.
Timelines	Construction is expected to be complete December 2019.
Update	The main contractor is Lloyd Group Pty Ltd. The contractor has commenced site establishment and has completed ground slab and incoming services points. Structural steel framing is underway.

Deep Creek Reserve

Project description	<p>Deep Creek Reserve is a 48-hectare Council 'greenfield' site, bounded by the Pakenham Golf Course to the North and the railway line to the south.</p> <p>The development of this site will include new paths and car park, development of infrastructure (including a sustainable environment complex, including new golf club rooms, all abilities playground, indigenous plant nursery, wetland and education facilities, kick about area, car park and associated drainage) and Melbourne Water wetlands.</p>
Funding	The Deep Creek Reserve development is jointly funded by Council and the Victorian Government's Growing Suburbs Fund, with in-kind support from Pakenham Golf Club
Timelines	The reserve should be ready for public access by mid 2019.
Update	<p>Civil works package: Works on the kickabout and car park areas are now complete.</p> <p>Play garden: Landscape works are now complete with the contractor undertaking maintenance. The site will remain closed until works on the main building are complete to allow an establishment period for the plants</p> <p>Landscape package: Planting of the aquatic plants within the demonstration wetland is now complete. General landscaping and shaping works are underway, with the balance of planting currently taking place as the weather conditions become more favourable.</p>

Deep Creek Reserve – Nursery and education centre

Project description	Construction of a community driven indigenous plant nursery including outdoor education space, retail display garden, propagation facilities, irrigation, shade houses and green houses to grow the plants.
Funding	This part of the Deep Creek Reserve project is jointly funded by Council and the Andrew's Foundation.
Timelines	Construction is due to commence late April 2019 to be completed end of August 2019.
Update	Tenders closed on 20 February and are currently being assessed for the

delivery of the nursery components. The prices came in higher than anticipated, so the scope of the project is being revised without detriment to the purpose of the building. A tender acceptance report is due to be presented to the April Council meeting.

Deep Creek Reserve – Cardinia Community and Education Centre

Project description	The Cardinia Community and Education Centre is a multi-user shared facility, combining ecological values, education and sport. The building will combine the requirements of the Pakenham and District Golf Club and Cardinia Environment Coalition (CEC). The building will incorporate separate and shared spaces for the golf club and CEC users, including a multi-function room, lounge/dining/bar area, café, pro shop, environmental training areas, administration areas, and a commercial kitchen. Kirchner Constructions Pty Ltd have been appointed to undertake the building works.
Funding	This part of the Deep Creek Reserve project is funded by Council.
Timelines	Works expected to be complete in July 2019.
Update	<p>Building construction works completed include all in ground mains services, floor slab and internal timber stud framing.</p> <p>Roof construction is complete and air conditioning units have been installed. Internal services (power /data /ducting) is ongoing and wall-lining works has commenced. Final window/door framing installation works has been completed.</p> <p>Driveway and pathways to the building perimeter and access to the centre via Eco Playgarden have been completed.</p>

Emerald netball facility

Project description	<p>Construction of the new Emerald Netball Facility and associated infrastructure at Pepi's Land. The works will be undertaken in the following three stages:</p> <ul style="list-style-type: none"> • Stage 1a - External works including road widening in Beaconsfield Emerald Road adjacent to the site. • Stage 1b - Internal works including carpark, retaining walls, site services, stormwater drainage, netball courts, lighting and building platform for future pavilion. • Stage 2 – Construction of new pavilion.
Funding	The project is funded by Council.(\$2.6m)
Timelines	<p>Construction of Stage 1b works are complete.</p> <p>Tendering of Stage 1a works are to occur in mid 2019.</p> <p>Tenders for the pavilion is expected to be advertised in mid 2019 also.</p>
Update	<p>The internal civil works have reached practical completion.</p> <p>Stage 1a: Council officers are still pursuing service authority approvals and some additional requests from VicRoads.</p>

The detail design of the pavilion for Stage 2 is continuing, with the liaison with service authorities for the provision of services to the site. A revised concept design is to be reviewed by the club in order to commence detail design.

Catani Tennis Courts

Project description	Construction to upgrade two tennis / netball courts including new lighting, surfacing and shelters.
Funding	The Victorian Government and Council jointly fund this project.
Timelines	Completion is due by February 2019
Update	The concrete has been poured for both courts, the fences have been installed and the surfacing is underway. The lighting will be installed by the end of March.

Officer Recreation Reserve no. 2 (western) oval reconstruction

Project description	Reconstruction of the western oval at the Officer Recreation Reserve, Starling Road Officer.
	The works include, but are not necessarily limited to reorientation, reshaping and resurfacing of the oval and the installation of subsurface drainage, irrigation and perimeter fence.
	A funding application has been made to the Australian Government for ball catch nets, lighting upgrades and to upgrade the proposed gravel footpaths to a concrete footpath
Funding	Council funds the project.
Timelines	Works are expected to be complete in June 2019.
Update	The extension of the dam has been dug out and this has provided the required additional fill to address the sub base of the oval. Top soil has been placed on the oval, with irrigation and the drainage works following on after this.

Bunyip Recreation Reserve Soccer pavilion

Project description	Construction of a new pavilion servicing soccer, cricket activities and includes provision for community use.
Funding	Council and the Victorian Government's Building Better Regions Fund are jointly funding this project.
Timelines	Construction is to be completed by December 2019.
Update	Insight Construction Group were awarded the construction contract at the February Council meeting. Pre commencement meeting has been held on site with works due to commence in coming weeks.

Worrell Recreation Reserve pavilion upgrade

Project description	Construction of a new pavilion for football and cricket. Facilities will also include a gym for community use.
Funding	The project is fully funded by Council.(\$2.8m)
Timelines	Works are due to commence early April with completion expected in late January 2020.
Update	The tender for the new pavilion closed on 20 February and a good response was received. The tender evaluation is complete with a tender recommendation report to be presented separately to this meeting.

Worrell Recreation Reserve oval upgrade

Project description	Redevelopment of the football and cricket oval.
Funding	The project is fully funded by Council.
Timelines	Construction is expected to be complete early 2019, with a maintenance period to follow.
Update	The oval now is in establishment period. The bore installed on site is producing good quality and flow of water. This will reduce the on going costs in relation to irrigation. The only outstanding works remaining is the cricket practise wicket and site demobilisation.

Lang Lang Community and Recreation Precinct Pavilion

Project description	The construction of a major recreation and community precinct being undertaken in partnership with the Lang Lang Community Bank. It will include sporting facilities, multipurpose community spaces, parks and other spaces for recreational activities.
Funding	Lang Lang Community Bank purchased the 36-hectare parcel of land upon which the precinct will be constructed, and have committed \$3.2 million including land purchase to the project. \$1.5 million has been received from the Australian Government's Building Better Regions Fund. Council and our partners have committed in excess of \$10 million to the project between 2015-16 and 2020-21.
Timelines	The pavilion is due to be completed by December 2019
Update	The pavilion contractor has completed site set up and have commenced excavation works on site. Foundation works (piers) completed and under slab pipework installed.

Comely Banks Recreation Reserve – civil works

Project description	Design and construction of a grassed area which can accommodate either 2 ovals or 4 rectangular pitches, along with associated car park and other infrastructure to service a recreation reserve.
Funding	The project is fully funded by Council.
Timelines	Design is expected to be completed by March 2019.
Update	Preparation of the detailed design on the recreation reserve is now complete. Schematic design for the building is currently in development

Koo Wee Rup Primary and Secondary School oval upgrades

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

Koo Wee Rup Recreation Reserve netball and football/cricket pavilion upgrades

Project description	Extend and upgrade the netball pavilion to provide home and away change and unisex toilet and shower facilities Upgrade the existing toilet and shower facilities in the football/cricket pavilion to be unisex (female friendly). Negotiations are occurring with state government regarding utilisation of funding towards a new football and cricket pavilion.
Funding	The Victorian Government (\$800,000) and Council are jointly funding this project.
Timelines	The project is due for completion by June 2020

Update Council has been working with the netball, football, cricket and equestrian clubs and the reserve committee of management to prepare draft concept plans for each pavilion upgrade/replacement project. After club and committee consultation on the draft concept plans, the plans will be refined and cost plans sought.

Cora Lynn change room upgrades

Project description Construction of new change rooms at Cora Lynn Recreation Reserve.

Funding This project is fully funded by Council.

Timelines Construction completion date to be confirmed.

Update Council officers approved developing a concept plan for the new change rooms/alterations and upgrade to existing multi purpose function facilities. Architect instructed to provide schematic designs for review /approval.

Hills Hub

Project description The Hills Hub will be a multipurpose facility that will enhance existing community activities delivered by the Emerald Mechanics Institute, establishing a long-term base for Emerald U3A, Emerald Men's Shed and other existing stakeholders. It will also provide opportunity to respond to emerging local needs, including skill development, training and employment creation. An advisory group of community stakeholders across a wide range of community organisations was established. Council has undertaken extensive consultation and negotiations to design a multipurpose facility.

Funding The project is funded by Council (\$4.88 million), the Australian Government's National Stronger Regions Fund (\$1.5 million), Victorian Government Growing Suburbs Fund (\$1.5 million) and the Eastern Dandenong Ranges Group/Dandenong Ranges Community Bank Group (\$250,000).

Timelines Construction is due to be completed by September 2019.

Update Construction works are showing good momentum and progress. Works are complete on the structural steel installation at first floor level. Blockwork walls completed and areas are being prepared to receive internal framing.

Cochrane Park Tennis Courts

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

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

Timelines Project completion is scheduled for April 2019.

Update The four courts have been constructed. The surface preparation is underway with line marking to follow. The lighting and furniture are on order and are expected early April.

Roads, paths, drains and bridges

Bridge Road duplication

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

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

Timelines The project is due for completion in mid-March.

Update Works on site are well progressed with the stabilisation of the subbase for the pavement construction completed. Drainage works are now complete and the electrical works are well under way. Works are on track for completion in mid-March.

Kenilworth Avenue construction

Project description Construction of the first stage of Kenilworth Avenue, extending from Brunt Road to the Princes Highway underpass. The works include a sealed road pavement, kerb and channel on both sides, underground drainage, a concrete path on the south side and a shared concrete pathway on north side.

Funding This project is funded through the Officer Developer Contributions Plan and is being delivered by an active developer in the immediate area as works in kind against payment of their developer contributions.

Timelines Stage 1 (Brunt Road to Princess Highway underpass) works will recommence once the legal dispute is resolved.

Update Council officers have been able to broker a deal between the developer and the contractor which was agreed to by all parties prior to Christmas. It is anticipated that once all of the requirements of the agreement have been met that construction will commence shortly.

Stage 2 works will be tendered shortly to allow for the timely follow-on from stage 1.

Emerald Lake Park

Project description Replacement of outfall drainage pipe and reconstruction of Emerald Lake Park Road dam wall.

The leak in the Emerald Lake Park outfall drain was discovered in March, with expert dam and hydraulic engineers attending the site on the same day. Road closure, response program and inspection regime was put in place immediately.

Funding The works are fully funded by Council.

Timelines This project is due for completion in December 2018.

Update The dam wall downstream protection works should be awarded and programmed for works with the successful contractor within the next

month. It is expected that these works will take place after the Easter weekend, when park usage numbers decline.

Toomuc Creek pedestrian bridges north and south

Project description	Toomuc Creek pedestrian bridges are a design and construct project which involves removal and replacement of the existing pedestrian bridge near Toomuc Reserve and design and installation of a new pedestrian bridges over Toomuc Creek south of the train line.
Funding	Council funds the northern bridge and the new pedestrian bridge south of the rail line is funded through the DCP.
Timelines	The project is due for completion by mid 2019.
Update	This tender for the construction of the two bridges has closed and are currently being assessed.

PB Ronald Reserve car park

Project description	The removal of the fuel tanks from the old depot site, the demolition of the old depot building and the construction of a car park.
Funding	The program is fully funded by Council.
Timelines	3 underground fuel tanks were removed and this part of the project is complete. The project is due for completion June 2019
Update	The tenders for the car park construction works have now closed and are being assessed with a recommendation report to be presented at the April Council meeting.

Blackspot project – installation of w-beam safety barriers at Paternoster Road – blackspot project

Project description	Installation of profiled (audio tactile) edge lines along entire section of Paternoster Road and installation of w-beam safety barriers at two accident-prone locations identified as black spots.
Funding	VicRoads fully funds this project through their Black Spot Program.
Timelines	The project is due for completion by December 2019
Update	Preliminary design was undertaken with a number of changes recommended. Final design is expected by the end of March, and then tenders for construction will be sought.

Blackspot project – guardrail and w-beam safety barriers on Main Drain Road south

Project description	A 2.3km section of Main Drain Road South, Bunyip, from Bunyip Modella Rd to 13 Mile Road, has been identified for blackspot works. The works include installing W Beam Safety Barriers along the Bunyip River side, and guardrail along the residential side of the road
Funding	VicRoads fully funds this project through their Black Spot Program.
Timelines	The project is due for completion by December 2019
Update	Negotiations are being undertaken with Melbourne Water on a final and agreed design and boundary delineation issues between Council land and MW land.

2018–19 Drainage program

Project description	The maintenance and upgrading of Council's drainage network.
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Funding	The \$421,000 program is fully funded by Council.
Timelines	This program is due to be completed by end of May 2019.
Update	<p>Major culvert replacement works on Bald Hill Road have been completed including the installation of new compliant guardrails on either side of the culvert.</p> <p>Major culvert replacement works on Ingram Road are nearing completion with works to be completed prior to the end of February.</p> <p>Final designs and updated flood modelling are underway for the stormwater drainage replacement and realignment works to be undertaken in the rear of properties along Caroline Avenue, Cockatoo, the final design is to be completed by late March.</p>

2018-19 Road renewal and resurfacing program

Project description	The significant proactive maintenance and upgrade of Council's road network as per Council's asset management system.
Funding	Council and the Australian Government's Roads To Recovery Program jointly fund the program.
Timelines	It is anticipated that the program will be complete by the end of May.
Update	<ul style="list-style-type: none"> • Taplins Road and Garfield North Road rehabilitation projects are now complete, with a final road seal to be done late 2019. • • The works at Garfield North Road include the extension of Garfield North Road to past the entrance to Mt. Cannibal • • Works on the Army Road roundabout in Pakenham are now complete. • • Berglund Rd, Beaconsfield Upper works are now complete. The works included the extension of the sealed area on this very steep section of road to improve safety. <p>Asphalt overlay works are complete also.</p> <p>Works on the reseal program have commenced and will be complete by the end of the month. The works started with the rectification works to address Council's concerns relating to the 2017-18 reseals and then followed by this year's program.</p>

2018-19 Unsealed road re-sheeting program

Project description	The unsealed roads re-sheeting program is aimed to replenish approximately 60 kilometres of unsealed roads throughout the shire with new crushed rock that has been lost due to storms and general wear and tear.
Funding	The program is fully funded by Council
Timelines	It is anticipated that the program will be completed by April 2019

Update This project has commenced, with 26 kilometres of roads re-sheeted to date.

2018-19 Footpath maintenance program

Project description The maintenance of Council's existing footpath network, as set out in Council's Road Management Plan (RMP).

Timelines This is an ongoing program. Regular inspections are carried out on Council's footpath networks and defects outside the intervention levels as set out in the RMP are rectified. Customer notifications of footpath issues are covered as part of this program.

Funding The program is fully funded by Council.

Update Any defects outside the intervention levels that are highlighted as part of the regular inspections on Council's footpath network or through requests from residents are currently being repaired.

Council officers have started the planning for the full inspection of Council's entire footpath networks, which is required to occur this year.

2018-19 Unsealed footpath re-sheeting program

Project description This program aims to replenish approximately 4 kilometres of unsealed gravel footpaths with new crushed rock material that has been lost due to varied weather conditions and general wear and tear, resulting in an improved and safer surface for users of these footpaths.

Timelines It is anticipated that the program will be completed by March 2019

Funding This program is fully funded by Council

Update The 2018-19 unsealed gravel footpath re-sheeting program has commenced with works planned to be completed in March 2019.

2018-19 New footpath program

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

Footpath location	Construction dates (proposed)	Status
Tivendale Road, Officer	October	Complete
Station Street, Pakenham	Pedestrian Crossing	In Design
Kennilworth Ave , Beaconsfield	October	Complete
Bald Hill Road, Pakenham	January	Complete
Anderson Road, Bunyip	October/November	Complete

	Main Street, Bunyip	October/November	Complete
	Gembrook Road and Redwood Road , Gembrook	November	Complete
	Pinnocks Road, Emerald (Gravel path)	April 2019	ongoing
	Grange Court, Koo Wee Rup	January/February 2019	Complete
	O'Neil Road, Beaconsfield	October/November	Complete
	Webster Way, Pakenham	October/November	Complete
	Princes Hwy: Brunt Road to Panorama Avenue, Beaconsfield	October/November	Complete
Funding	The \$680,000 program is fully funded by Council through the footpath and pedestrian and bicycle strategy programs.		
Update	The concrete footpath component of the program is complete.		
	Pinnocks Road gravel path - boundary titles have been confirmed and discussion with residents on type and location of footpath is being undertaken. Proposed to be constructed by end of April 2019		

Other capital projects

Cardinia Cultural Centre (CCC), Stage 1 upgrade incorporating arts space

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

My Place and the Operations Centre solar electricity systems

Project description	Installation of solar electricity systems at the Operations Centre on the new office building and My Place.
Funding	This project is funded by Council.
Timelines	This project is due for completion by the end of the financial year.
Update	4 Quotations have been received for the solar electricity systems. A contractor is being appointed with works to commence shortly. The

systems will reduce Council's environmental impacts and energy costs.

Officer Town Centre landscape works

Project description Developer delivered landscape embellishments to northern part of Siding Avenue, around Central Energy Plant and Stormwater Tanks Park. Finalisation of landscape works around the Civic Centre.

In addition to the required infrastructure around the tank, the works around the stormwater tank are designed to create a public square in the middle of officer. Stairs and decking leading up to the existing generator shed will have garden beds and will form an amphitheatre to allow this to become a 'city square' style park for all to enjoy.

Funding Fully funded by Development Victoria under their permit for Officer Town Centre. Works on the tank park itself are costed at over \$750,000

Timelines Works are due to be completed by October 2019.

Update Works are well under way on the tank park. Tank stabilisation is complete, formwork for decking and steps is well underway and concrete has been poured in various areas.

Works around the central energy plant have received VicTrack signoff to complete the retaining wall works. Works are now well underway and are expected to be completed prior to Easter.

Kaduna Park Neighbourhood Park

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

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

Funding Embellishment works are part of the DCP provisions for Cardinia Road Employment Precinct and any overspend will be fully funded by Parklea. Total cost is estimated at \$1M.

Timelines Works are due to be completed in Spring 2019.

Update Set out and drainage works have been completed on site with surface finishes such as concrete and decking underway.

Arcadia neighbourhood 2 (NH02) reserve

Project description Developer delivered landscape embellishments to 1ha public open space adjoining future drainage reserve in Arcadia Estate. Park is adjacent to Officer South Road and Flanagan Avenue.

The theme of the park is 'Where the Wild Things Are' highlighted by 5m

tall tree sculptures on site. A dual flying fox, accessible carousel, swings, climbing frames, shelters and skate zone will ensure this park caters to all ages and abilities, given its proximity to Officer Specialist School and Officer Secondary College.

Funding	Fully funded by Satterley under their permit for Arcadia Neighbourhood 2. Works are valued at over \$1.4M
Timelines	Works are due to be completed late 2019.
Update	Works have commenced on site with bulk earthworks happening in conjunction with the drainage reserve civil works.

9 MAJOR PROJECTS REPORT

Moved Cr J Owen Seconded Cr C Ryan

That the report be noted.

Cd.

REPORTS OR MINUTES OF COMMITTEES

The Mayor that several reports from various committees have been tabled in addition to the minutes of recent council briefing sessions and these are available if any councillors wish to view them.

REPORTS BY DELEGATES

Casey Cardinia Library

Cr Jodie Owen advised that the Casey Cardinia Library Service had been awarded the best public library for the Bunjil Place Librray at the Australian Library and Information Association's (ALIA) Library Design Awards and congtaulated the library service on this Award.

Access and Inclusion Committee

Cr Schilling advised of the activities of the Committee and noted that with a limited busget of \$150,000 that access improvements were being achieved noting that a small concrete path constructed at minimal cost at the Living and Learning Pakenham community garden had achieved a major improvement to accessibility to this garden.

NGAA visit to Canberra

Cr Ross advised of his attendance in company with the CEO at the recent gathering in Canberra of representative of the national Growth Areas Alliance where the needs of growth area Councils from across Australia were promoted to the Federal Government.

Koo Wee Rup – Longwarry Flood Protection District

Cr Ray Brown advised of his attendance at a recent meeting of the group and advised that Melbourne Water had acknowledged the vegetation growth within the drainage network and were undertaking maintenance works with additional funds received.

Westernport Biosphere

Cr Ray Brown advised of his attendance at a recent meeting of the Western Port Biosphere Councillor liaison committee meeting noting that Greg Hunt had been appointed as the Executive Officer of the Board and that Council needs to nominate Cr. McCormack (Primary) and Cr. Whelan (Vice) as the Councillor representatives to the board.

Bunyip Family Picnic

Cr Springfield advised that he had visited the Bunyip Family picnic and praised the organisers of the event and that they should be proud of their communities resilience and community spirit.

Bus replacement services

Cr Brett Owen advised that following Council's resolution last December that a new bus replacement stop for the Officer railway station commuters had been installed in Siding Avenue which will greatly benefit local residents needing to access this service.

Housing the Homeless

Cr Brett Owen advised of his attendance at the SJD Homes fundraising event on 23 Februray noting that was agreat initiative of SJD Homes.

Emerald Village Association

Cr Brett Owen advised that in company with his Ranges Ward colleagues, representatives of the Emerald Village Committee and staff that a walking inspection of Emerald had been undertaken and various maintenance issues had been detected that will be attended to.

Gembrook Pre School

Cr Brett Owen advised that he had attended a fundraising function for the Gembrook Preschool at Gilwell park and congratulated the preschool on their efforts.

PRESENTATION OF PETITIONS

Cr Brett Owen tabled a petition from with 26 signatures of residents of Toddington Avenue, Officer
The prayer of the petition reading:

Petition of residents who oppose the proposed dog park for Toddington Avenue, Officer

In accordance with Council's Meeting Procedure Local Law the petition will lay on the table for consideration by the Council at its next meeting.

COMMUNITY QUESTION TIME

The Mayor advised of question received from various members of the community and referred to them to the relevant General Manager to read and answer, as detailed below:

Question received from Mr Justin Dowell

Question

What is council planning to have done about the dangerous road conditions faced by residents on LL, Armytage and Browns roads. These dangerous conditions were created by councils poor decisions to allow so many schools the built that run off Brown road. The gravel roads were simply not designed to cope with the current traffic loads and are only getting worse as the schools grow. On top of this there are a number of housing estates now being constructed that are going to worsen the situation even further.

Answer by Acting General Manager Assets & Services, Ms Debbie Tyson

Thank you for your question Mr Dowel.

It is acknowledged that due to the timing of development, in particular the schools, some traffic utilised Browns, LL and Armytage Roads.

Browns Road is within the Officer Precinct Structure Plan, which sets out the land usage requirements for the new Officer Township as well as highlighting the associated infrastructure required. Council cannot dictate the timing or phasing of works and development in Browns Road, as this will be a private development, and will be sealed by developers, when development occurs in this location.

As declared public roads, Council cannot stop motorist from using the unsealed roads as alternate routes to the sealed roads to access the schools and O'Neil Road. Traffic surveys have shown however that the traffic volumes using these roads is relatively minor and within the capacity of these roads at this point in time. Council will continue to monitor these roads.

The LL/Armytage Road link to the end of Browns Road is a candidate road for the road development program which Council is currently investigating. Council will continue assess development plans as they arise and look for opportunities to manage the road network to best service our community during this time of development.

Question from Mr Wayne Cockerall on behalf of Tzu Chi Foundation

We are a registered Deductible Gift Recipient under the Charities Act and we have been trying tirelessly to obtain a list of those families affected by the current bushfires in the hope of distributing funds. What is the chance of obtaining such a listing and working in conjunction with council to distribute these funds? We have an emergency Cash Card program which we would like to help families who have lost their homes or suffered some damage to their homes. The program provides \$800 for partial damage and \$1,600 for homes that have been lost. There will also be ongoing financial support depending on the circumstances.

Answer by General Manager Community Wellbeing, Ms Jenny Scicluna

Thank you for your question Mr. Cockerall. Council has been made aware from many different sources that your organisation has kindly offered financial assistance to those affected by the bushfires and that your organisation is seeking from Council a list of names and addresses of those residents who have been impacted by the recent bushfires.

As has been already communicated to the Tzu Chi Foundation, through email to Mei Cockerall, Council has worked in partnership with the Casey Cardinia Foundation to set up a fund for affected residents and it would be most beneficial if your organisation could see fit to direct your donation this way. That being said, I note that Tzu Chi prefers to deliver cash cards in person in order to offer support with empathy, love and kindness and therefore feels that it is unable to donate through the Casey-Cardinia foundation.

Regretfully, Council is unable to provide you with a list of the personal details of affected residents as Council is subject to strict privacy provisions set in legislation. Council has sought advice from DHHS with regards to how issues such as this one have been handled in the past. We are still awaiting its response.

Should council, in its interactions with affected residents, identify financial hardship, we can potentially provide them with information regarding your offer. We anticipate that the best way to do this would be via the information stand at the Recovery Centre located in Bunyip. Residents can then self-select seeking financial assistance from Tzu Chi.

I therefore request that you provide the Council with appropriate material that details your offer of assistance. I will personally see to it that the information is delivered to the Recovery Centre.

I wish to thank your organisation for its heartfelt offer to assist the Cardinia Community. Councillors and officers and residents have been overwhelmed by the kindness and generosity of the community and it is so wonderful that organisations such as yours come together when community need is at its greatest.

Question from Mrs Gloria O'Connor

What information is available concerning the huge number of families and individuals requiring social welfare and housing assistance in Cardinia Shire?

Is state government or council carrying out any focused serious research into the causes of the evident increasing problems including family dysfunction and violence etc. plus lack of work and income?

Should this be a responsibility of government, is it a result of continuing high population growth, and how does Cardinia Shire compare with other municipalities, for instance City of Casey, Baw Baw Shire?

Answer by General Manager Community Wellbeing, Ms Jenny Scicluna

The question was broken into its component parts and answered as follows:

What information is available concerning the huge number of families and individuals requiring social welfare and housing assistance in Cardinia Shire?

There is comprehensive social research and data on social disadvantage and social and affordable housing that is available on Council's website. In particular:

- In 2016 Council undertook extensive data analysis accessing over 40 databases (includes State Govt. sites) and undertook consultation across the community and with partner social and health organisations to identify key priority areas as detailed in Cardinia Shire's Liveability Plan 2017-2025. The Social and Health Data profile is on Council's website alongside the Liveability Plan 2018-2025.
- In 2017, Council undertook extensive social research on housing, homelessness and financial vulnerability within the Shire titled 'The nature and extent of homelessness, risk of homelessness and financial vulnerability' and identified that there is a lack of safe, secure and affordable housing for disadvantaged families within the Shire. A summary of this report is available on Council's website.
- In 2018, Cardinia's first Social and Affordable housing strategy was developed. In the course of developing this strategy data analysis revealed a critical shortage of affordable housing for very low and low income households across a number of population cohorts (such as women and children, people with disability, seniors and youth). The strategy is available on Council's website.
- On Council's website, residents have access to the ID suite of products that comprises of Cardinia's Community profile, Economic profile, Forecast Data and Atlas maps. These products use data collated from The Australian Bureau of Statistics site.

Is state government or council carrying out any focused serious research into the causes of the evident increasing problems including family dysfunction and violence etc. plus lack of work and income?

There are many factors that contribute to welfare and housing needs in our Shire. Council's Liveability Plan outlines the priority areas of focus to support our local residents to be connected, well and active and successful.

Improved mental health and wellbeing
 Improved social cohesion
 Improved safety
 Reduced family violence
 Reduced financial vulnerability
 Reduced harm from tobacco, alcohol, drugs and gambling

How we will achieve our goals

Education
 Employment
 Health and social services
 Housing

The above mentioned data profile also covers Family Violence. Cardinia Council has significantly invested in the support and implementation of the Together We Can Family Violence initiative and evidence shows we are making significant progress in decreasing the rates of reported family violence incidents across the Shire. Victorian Police data is used to collate this evidence. Council accesses all State Government websites and data sources to inform decision making this includes unemployment rates, income rates and financial disadvantage

Should this be a responsibility of government, is it a result of continuing high population growth, and how does Cardinia Shire compare with other municipalities, for instance City of Casey, Baw Baw Shire?

Compiling research and data that is current and reliable is the responsibility of all levels of Government. Decisions at a local government level are necessarily reliant on being in touch with the needs and aspirations of the community it serves. Research and data at a local level can be coupled with that available from the state and commonwealth to build a genuine evidence base for decisions.

With regards to comparison to other councils in the area, we know that on raw numbers, Cardinia would seem to have a lower need for housing support than some of the bigger councils, but we also know that as a percentage of population, the issue in Cardinia is significant, and that our rate of increase of homelessness is second only to Wyndham in Victoria.

Questions from Ms Rosa Santo regarding Pakenham Business Area

Question 1

The footpaths on main street through Pakenham business area that were built 40 years ago were never finished finally and properly? More work is needed now.

Answer by Acting General Manager Assets & Services

Thank you for your feedback regarding Main Street.

Main Street in Pakenham had streetscape renovation completed by Council in 2008. Since then, there have been a number of new businesses, services and service authorities undertake works in the main street that has impacted the aesthetics, while council staff look to maintain the path to meet the Road Management Plan requirements.

Council's draft 5 year forward capital works program has already identified the opportunity to upgrade the streetscape in Main Street Pakenham. Availability for funding and timelines will be assessed as future budgets are prioritised and considered.

Question 2

Why is there no convenient community toilet facility located in the main street central business location.

Answer by General Manager Assets & Services

Council is implementing a Public Toilets strategy, which will deliver various outcomes, one being around how do we go about planning and locating future Public Toilets.

With reference to Main Street Pakenham, in taking the middle of the Street as a reference point, there are 2 existing public amenities servicing this area. Namely Bourke Park an automated toilet), which is a 4min walking distance and Pakenham Library around 6min walk.

At this point of time, there are no plans for a public toilet for Main Street or elsewhere. However, the Public Toilet strategy will provide the foundation by which future public toilets are planned and located.

Question 3.

Regarding parking of cars by business owners, which limits spaces for customers and people in Main Street, if designated parking space was provided for the business people in an area near to Main Street there would be more places for customers and people coming in to Main Street.

Answer by General Manager Planning & Development

Cardinia Council has a number of public car parks and on street car parking in and around Pakenham, which Councils Traffic team review periodically to ensure that the car parking works in Pakenham trying to find the balance to meet everyone's expectations. This can at times be a challenge to find the balance.

Council undertook a detailed parking strategy for Pakenham in 2017 planning for both now and into the future. One of the short term actions was to develop a map which shows where parking is available both timed and unrestricted to improve awareness of parking options for both businesses and customers.

As Council receives and considers planning applications, specific planning requirements exist for the provision of car parking depending upon the use and scale of development proposed. We are currently seeking a planning control through the Minister, which will allow for cash contributions towards car parking improvements and expansion within Pakenham where individual applications are not able to meet their parking requirements on their site. We are still waiting on a reply from the Ministers Office.

The 2017 Parking strategy identified that there was still parking available at all times for businesses and customers.

Meeting closed at 8.40pm

Minutes Confirmed
Chairman
