



Cardinia

MINUTES OF GENERAL COUNCIL MEETING

MONDAY, 15 JULY 2019

MINUTES OF GENERAL COUNCIL MEETING

held in the Council Chambers, 20 Siding Avenue, Officer
on Monday, 15 July 2019

The meeting commenced at 6.02 pm to consider a confidential business matter 'In Camera' and was adjourned at 6.08pm to reconvene at 7pm.

PRESENT: Mayor, Graeme Moore, Chairman

Councillors Michael Schilling, Carol Ryan, Jodie Owen (left at 8.20pm), Collin Ross, Ray Brown, Jeff Springfield, Leticia Wilmot, Brett Owen

Messrs Carol Jeffs (CEO), Peter Benazic (GMIE), Tracey Parker (GMLC), David Jackson (A/GMCPP), Tom McQualter (EMOC), Doug Evans (MG)

OPENING PRAYER

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

ACKNOWLEDGEMENT OF TRADITIONAL LANDOWNERS

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

APOLOGIES:

Jenny Scicluna (GMCPP)

CONFIRMATION OF MINUTES OF MEETINGS

Moved Cr L Wilmot Seconded Cr C Ryan

THAT MINUTES OF THE FOLLOWING MEETINGS BE CONFIRMED-

- General Council Meeting 17 June 2019
- Town Planning Committee 1 July 2019

Cd.

DECLARATION OF PECUNIARY AND OTHER INTERESTS

Nil.

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1 PETITION TO PROVIDE FUNDING FOR PUBLIC TOILETS AT ROTARY PARK PAKENHAM

FILE REFERENCE INT1949181

RESPONSIBLE GENERAL MANAGER Tracey Parker

AUTHOR Kevin Alexander

RECOMMENDATION

That Council continue to liaise with Rotary Club of Pakenham members to facilitate the installation of the proposed public toilet at Rotary Park, Pakenham, and respond to the head petitioner advising them of the funding now committed by the Federal Government and by Council to implement the new public toilet.

Attachments

1 Petition from residents, circulated to Councillors only 29 Pages

EXECUTIVE SUMMARY

Correspondence from Rotary Club of Pakenham was received November 2017 requesting the approval to several pieces of infrastructure including a toilet facility.

Council officers have been working with Rotary Club of Pakenham members to facilitate the delivery of the infrastructure items as per the November 2017 correspondence.

In July 2018, Council committed to funding the toilet connection costs, estimated to be \$26,000.

In May 2019, Jason Wood MP made an election commitment of \$180,000 to fund the proposed toilet facilities.

At the Council meeting on 17 June 2019 a petition with 170 signatures requesting Council to provide \$180,000 funding to install the toilet facility. This Council funding is now not required due to the Federal Government's election commitment.

BACKGROUND

A petition has been received from the office of Brad Battin MP, the petition states:

"The Petition of residents in Victoria calls on the Cardinia Shire Council to provide funding for public toilets to be installed at Rotary Park Pakenham and not place the \$180,000 cost on volunteers. This Council Park is home to Parkrun and many great facilities used by locals, toilets are needed to be installed urgently and at the cost to Council".

The petition contains 702 signatures.

Correspondence from Rotary Club of Pakenham was received November 2017 requesting the approval to install the following items proposed to be funded by community grants and money raised by Rotary Club of Pakenham:

- Placement of two toilets along the 2.5km corridor.
- Placement of a new children playground.
- Placement of a second fitness station.
- Placement of seats along the pedestrian corridor.
- Formation of new garden beds and tree plantings.

In December 2017 a response was sent to the Rotary Club of Pakenham, stating a commitment to work with Rotary members to ensure the following items were successfully delivered:

- A single toilet unit, located at the North Eastern end of the corridor, adjacent the current Rotary shelter facility. Council has since agree to contribute \$26,000 to the connection costs associated with the new public toilet.
- A playground to be located adjacent the proposed toilet facility. Council officers are currently liaising with Rotary members regarding the planning phase of the playground which is due for completion in September 2019
- Additional seating along the pedestrian corridor. This has since been completed
- Assistance in the development of planting beds to facilitate community tree planting activities. Council officers have assisted Rotary members in the planting of over 1500 plants with the assistance of local school group and community members.

At a site meeting in July 2018 with Pakenham Rotary representatives, Councillors and council officers, a verbal request was made for Council to assist with the utility connection cost involved in the proposed toilet installation. Investigations were completed and a commitment was made for Council to fund the estimated \$26,000 connection costs to allow the toilet installation to continue.

During the 2019 federal election campaign, Jason Wood MP committed \$180,000 to fund the proposed public toilet at Rotary Park. The Rotary Club are now having discussions with Jason regarding the timing of the delivery of this funding.

POLICY IMPLICATIONS

The proposed facility infrastructure installations are considered to align with the Open Space Management Framework 2018.

RELEVANCE TO COUNCIL PLAN

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

CONSULTATION/COMMUNICATION

Council Officers will continue to liaise with Rotary of Pakenham members to assist in the installation of the proposed toilet facility.

FINANCIAL AND RESOURCE IMPLICATIONS

Council have committed to funding the \$26,000 connection costs at allow the toilet installation to proceed. This funding has been allocated within the 2019/20 Financial Year approved capital works program.

CONCLUSION

Council officers will continue to liaise with Rotary Club of Pakenham members to facilitate the installation of the proposed public toilet at Rotary Park, Pakenham.

**1 PETITION TO PROVIDE FUNDING FOR PUBLIC TOILETS AT ROTARY PARK
PAKENHAM**

Moved Cr M Schilling Seconded Cr C Ryan

That Council continue to liaise with Rotary Club of Pakenham members to facilitate the installation of the proposed public toilet at Rotary Park, Pakenham, and respond to the head petitioner advising them of the funding now committed by the Federal Government and by Council to implement the new public toilet.

Cd.

2 INSURANCE PREMIUMS

FILE REFERENCE INT1947554

RESPONSIBLE GENERAL MANAGER Tom McQualter

AUTHOR Doug Evans

RECOMMENDATION

That Council retrospectively approve payment of the following annual insurance policies:

1. MAV WorkCare Self-Insurance Scheme, for a premium of \$587,021
2. MAV Liability Mutual Insurance (LMI) including Public Liability, Products Liability and Professional Indemnity insurance for a premium of \$403,334.80, and
3. JLT Discretionary Trust, Industrial Special Risks (for a property portfolio valued at \$455,636,557) for a premium of \$365,754.75

Attachments

Nil.

EXECUTIVE SUMMARY

Council's annual insurance premiums for the 2019-20 financial year require authorisation for payment as these costs are in excess of the CEO's delegation limits.

BACKGROUND

Council must ensure that it has appropriate insurances in place to protect itself against any potential loss through fire, flood or other catastrophic event. Council must also ensure that it has appropriate Public Liability insurances in place. Council is a member of the MAV Workcare self-insurance scheme and the MAV Mutual Liability (MLI) Scheme.

Over the past twelve to twenty-four months there has been a clear shift in the insurance market, resulting in many insurers seeking increased premiums, higher deductibles and in some cases insurers declining to provide terms based on certain risk profiles and lack of profitability. Globally, insured catastrophe losses in 2017/18 were the highest year on record. Hurricanes Harvey, Irma and Maria, together with the earthquakes in Mexico and the wildfires in California, accounted for a significant percentage of insured losses.

These losses which have directly affected local insurers via reinsurance premiums have now been further exacerbated through the Townsville Floods and Sydney Hail Storm in 2019. These two events are primarily responsible for "local industry's underwriting profit falling by 32.4% in the year to March 31 2019 according to the latest APRA data. The overall result is an increasing pricing cycle in the insurance market. Insurers are reducing their capacity, reviewing their underwriting appetite and increasing premiums to arrest the underwriting results. In many cases substantial changes are being made where claims experience is poor, risks are considered unattractive or withdrawing from industry sectors where they no longer want to participate.

These uncertain times have resulted in increases in insurances premiums in the order of 16%

POLICY IMPLICATIONS

Nil

RELEVANCE TO COUNCIL PLAN

Ensuring that Council has appropriate levels of insurance in place are relevant to the Council Plan goal of achieving long-term financial sustainability.

CONSULTATION/COMMUNICATION

No consultation has been undertaken in regard to these premiums.

A competitive process has been undertaken in regard to the Industrial Special Risks policy that provides coverage for the Council's property portfolio valued at \$455,636,557. The JLT (Municipal Asset Protection Plan) Discretionary Trust Arrangement (JMAPP) was the only tender received.

FINANCIAL AND RESOURCE IMPLICATIONS

The 2019-20 operating budget includes sufficient funds to cover the cost of these insurance premiums.

CONCLUSION

Council must ensure that it has appropriate insurances in place.

The MAV WorkCare Self-Insurance Scheme, MAV Liability Mutual Insurance (LMI) including Public Liability, Products Liability and Professional Indemnity insurance and the JLT Discretionary Trust, Industrial Special Risks Scheme provide the best available insurance coverage for the Council. As these policies were required to be entered into by 1 July this report is seeking the retrospective approval of the Council.

2 INSURANCE PREMIUMS

Moved Cr J Owen Seconded Cr L Wilmot

That Council retrospectively approve payment of the following annual insurance policies:

1. MAV WorkCare Self-Insurance Scheme, for a premium of \$587,021
2. MAV Liability Mutual Insurance (LMI) including Public Liability, Products Liability and Professional Indemnity insurance for a premium of \$403,334.80, and
3. JLT Discretionary Trust, Industrial Special Risks (for a property portfolio valued at \$455,636,557) for a premium of \$365,754.75

Cd.

3 2019-20 COMMUNITY CAPITAL WORKS GRANT PROGRAM RECOMMENDATIONS

FILE REFERENCE INT1951490

RESPONSIBLE GENERAL MANAGER Tracey Parker

AUTHOR Jasmine Poore

RECOMMENDATION

That;

1. Council approve the 2019/20 recommended Community Capital Works grants allocations,
2. The successful grant recipients be advised and formal announcements of the successful grant recipients be made at the Community Capital Works Grants Presentation Evening being held on 27 August.

Attachments

- 1 Grants projects summary (circulated to councilors only) 6 Pages

EXECUTIVE SUMMARY

The 2019-20 round of the Community Capital Works Grants program received 34 applications, eight preschools, 19 sporting clubs/ active reserves, four community centres/halls, one passive reserve and two not applicable. The Major Equipment grants had four applications, with three supported and one not eligible.

After rigorous assessment of the 32 Community Capital Works projects eligibility and in meeting the guidelines the assessment panel supported a total allocation of \$331,481.63

The Major Equipment Grants had an allocation of \$18,304.00

The total grant allocation therefore is \$349,785.63 out of \$450,000.00

Due to the significant balance in the Community Capital Works budget it is proposed that a portion of the funds be allocated to support additional upgrades to community facilities highlighted as priorities and consistent with the Policy guidelines.

2019/20 Community Capital Works Grant applications supported by Council by Ward

Ward	Number of Grants	Total Grant funds requested	Percentage of grant funds
Ranges	15	163,556.84	49%
Port	11	80,322.20	24%
Central	6	87,602.59	26%

2019/20 Community Capital Works Grant applications by activity/ organisations

Activity	Number of grants	Percentage
Sports Clubs and recreation/passive reserves	20	59%
Community Neighbourhood Houses and Halls/ Senior Citizens	4	12%
Kindergartens/ preschool/ community childcare	8	24%
Not eligible	2	6%

2019/20 Major Equipment Grant applications supported by Council by Ward

Ward	Number of Grants	Total Grant funds requested	Percentage of grant funds
Ranges	0	0	0%
Port	2	\$10,054.00	55%
Central	1	\$8,250.00	45%

**Please note that one additional application from Port Ward was not eligible.

BACKGROUND

Council staff from the Governance, Active Communities, Child and Family Services, Safer Communities, Development and Community Services, Buildings and Facilities teams, undertook a rigorous assessment process followed by the Councillor Grants Panel round table discussion. Projects that did not meet the grant application requirements were not supported.

At the conclusion of the assessment process, 32 Community Capital Works Grants projects are recommended to receive grants at a total grant allocation of \$331,481.63 from the total grants budget of \$400,000. And 3 Major Equipment Grant applications are recommended to receive grants at a total of \$18,304 from the total grants budget of \$50,000.

This was an increase to the 19 eligible Community Capital Works grants applications submitted in the 2018/19 round. The previous decrease may have been partly due to changes implemented after the program review (SLT Report 21 November 2017) to strengthen the application process ensuring community organisations only submit fully completed applications that meet Councils building requirements, environmental standards and contractor risk and safety requirements.

This current 19/20 round was also extensively promoted through the grants workshops and social media avenues. However at the initial time of closure for the grants of the 4 March 2019, there were only seven submitted applications. This was largely due to the impact of the local Bunyip fires to our community. Therefore a decision was made to extend the opening of the grants for an extra two weeks, providing some more time for submissions, with a closing date on the 18 March 2019.

With respect to the remaining grant funding, it is recommended that a portion of the balance be allocated to projects that support the Community Capital Works Policy priority areas. These projects are to be managed internally in conjunction with the Buildings and Facilities team and Parks Services. Included in the list of projects are: bathroom stalls in all Kindergartens; servicing and replacement where required of all shade sails and structures; access works in line with Cardinia's Universal Access Matrix; replacement and updating of signage across the Community Places Facilities; and an upgrade of Lakeside Children's Centre Community Room outdoor space.

POLICY IMPLICATIONS

Projects funded under the Community Capital Works and Major Equipment Grants are subject to arrangements under the following Council and Government Policies:

- Community Capital Works Grants Policy
- Major Equipment Grants Guidelines
- Access and Inclusion Policy
- Recreation Reserve Facility Standards Policy
- Recreation Reserve Management and Usage Policy
- Buildings and Facilities Maintenance Policy
- Asset Management Policy
- Children's Services Regulations
- Playground safe standards
- Department of Education and Training Early Years Policy Guidelines
- OHS Policy
- Risk Management Policy

RELEVANCE TO COUNCIL PLAN

Our People

Variety of recreation and leisure opportunities

Our Community

Our diverse community requirements met
Increased levels of community participation

Our Environment

Provision and maintenance of assets on a life-cycle basis
Enhanced natural environment

CONSULTATION/COMMUNICATION

An extensive internal and external communication process has occurred in relation to the Community Capital Works grants program including:

- Promotion of the grants to the community in accordance with a well-developed Community Grants Communication Plan - both during, and in the lead-up to the grant rounds opening, promotion of the grants was undertaken through social media and targeted emails to eligible groups sent by Child and Family Services, Community Strengthening and Active Communities as well as Council's website;
- Workshops designed to support prospective applicants to appropriately plan for and scope their projects were undertaken prior to the grants round opening;
- Provision of support with the application process by relevant Council staff (i.e. staff from Child and Community Services, Environment, Buildings and Facilities, Active Communities, Engineering, Municipal Building Surveyors and Community Strengthening). This involved staff encouraging and supporting eligible groups to apply in their usual interaction with these organisations and groups;
- Extensive internal dialogue between relevant Council staff as part of the assessment process; and
- Liaison with applicants to confirm application details during the assessment process.

FINANCIAL AND RESOURCE IMPLICATIONS

All projects will be funded under the Community Capital Works Program budget allocation.

CONCLUSION

The grants supported have undergone a rigorous assessment process involving Council staff and Councillors.

Due to the lack of applicants to the Community Capital Works Grant and Major Equipment Grant funding, the Child and Family team recommend a portion of the budget balance be used to support priority projects that align with the Community Capital Works Policy and will continue to upgrade community facilities in line with community expectation.

3 2019-20 COMMUNITY CAPITAL WORKS GRANT PROGRAM
RECOMMENDATIONS

Moved Cr B Owen Seconded Cr J Springfield

That;

1. Council approve the 2019/20 recommended Community Capital Works grants allocations,
2. The successful grant recipients be advised and formal announcements of the successful grant recipients be made at the Community Capital Works Grants Presentation Evening being held on 27 August.

Cd.

4 **MAJOR PROJECTS REPORT**

FILE REFERENCE INT1949559

RESPONSIBLE GENERAL MANAGER Peter Benazic; Tracey Parker

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

RECOMMENDATION

That Council note the report.

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 ovals are now on maintenance and not accessible until early 2020. The outstanding works will be completed before the start of Summer.
Update	<p>The following elements are complete:</p> <ul style="list-style-type: none"> • bulk earthworks, irrigation and drainage, fencing and sprigging to both ovals • kerb to car park • shelters have been installed • the pump shed, tank and ball catch net poles have been installed • light poles have been stood <p>The following elements are underway:</p> <ul style="list-style-type: none"> • electrical installation • playspace works • finishing works to carpark

- netball, basketball and practice cricket areas

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

James Bathe Recreation Reserve pavilion

Project description	Construction of a new pavilion servicing netball, football, cricket activities and includes provision for community use.
Funding	Council and the Victorian Government’s Growing Suburbs Fund are jointly funding this project.
Timelines	Construction is expected to be completed by mid-October 2019.
Update	<p>The following works have been completed:</p> <ul style="list-style-type: none"> • structural steel of building including verandah • roofing works and brickwork • carpentry framework and window frames <p>The following works are in progress</p> <ul style="list-style-type: none"> • fit outs including change room, kitchen, electrical • tiling • extract installation

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 Spring 2019.
Update	<p>Civil works package: complete. This includes the car park, lighting, golf cart shed, drainage , kick-a-bout area and demonstration wetland. The contractor will be coming back to finish off some minor footpath works around the building in early July</p> <p>Play garden: complete. The site is on maintenance and will remain closed until works on the main building are complete to allow an establishment period for the plants. Final play items will be installed prior to opening of the reserve.</p>

Landscape package: There is extensive detailed landscaping at this site to enable it to be Council's premium environment education site, for this reason the landscaping has been split into a separate package. The contractor is continuing with the landscaping and shaping works, with the balance of planting currently taking place as the weather conditions become more favourable.

Deep Creek Reserve – Nursery and Education Centre

Project description	Construction of a community driven indigenous plant nursery including outdoor education space, retail display garden, propagation facilities, irrigation, shade houses and green houses to grow the plants.
Funding	This project is jointly funded by Council and the Andrew's Foundation and is part of the Deep Creek Reserve.
Timelines	The reserve should be ready for public access Spring 2019.
Update	<p>The following works have been completed:</p> <ul style="list-style-type: none"> • foundation /services risers • concrete slab works <p>The following works are underway:</p> <ul style="list-style-type: none"> • steel framing is currently being erected • off site manufacture of green houses • power cabling to site

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	The reserve should be ready for public access Spring 2019.
Update	<p>The following works have been completed:</p> <ul style="list-style-type: none"> • plaster finish to Golf Club Pro Shop • plaster linings • reception area joinery • specialist ceiling features • floor tiling to toilet areas <p>The following works are underway:</p> <ul style="list-style-type: none"> • fire place detail • bar/food servery areas • cool room /refrigerated areas • kitchen /bar servery fit out

- painting and wall finishes
- pathways to pro shop and cafes
- external beer /bin store compound
- driveway and porte-cacheur entrance
- external seating

Officer Recreation Reserve No. 2 (Western) oval reconstruction

Project description	<p>Reconstruction of the western oval at the Officer Recreation Reserve, Starling Road Officer.</p> <p>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.</p> <p>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</p>
Funding	This project is fully funded by Council
Timelines	Works are expected to be complete August 2019 subject to favourable weather conditions, with a maintenance period to follow
Update	Irrigation sub-surface drainage to the oval is complete, the spoon drain and external drainage has been laid, oval fencing is well progressed and the new dam is now connected to the old dam. The placement of sand, followed by planting of the oval is currently underway.

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 to be completed by March 2020.
Update	<p>The following works have been completed:</p> <ul style="list-style-type: none"> • all in ground mains services • concrete foundation works <p>The following works are in progress</p> <ul style="list-style-type: none"> • offsite steel work manufacture

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 be complete in February 2020.

- Update
- The following works have been completed:
- demolition works/site clearance /preparation
 - rerouting of the main services
- The following works are underway:
- ground excavation and foundation works
 - underground services and riser locations pre floor slab
 - the structural steel frame off site manufactured

Lang Lang Community and Recreation Precinct pavilion

- Project description
- The construction of a major recreation and community precinct being undertaken in partnership with the Lang Lang Community Bank. It will include sporting facilities, multipurpose community spaces, parks and other spaces for recreational activities.
- Funding
- Lang Lang Community Bank purchased the 36-hectare parcel of land upon which the precinct will be constructed, and have committed \$3.2 million including land purchase to the project. \$1.5 million has been received from the Australian Government’s Building Better Regions Fund.
- Council and our partners have committed so far \$13.5 Million to the design and construction of civil and building works between 2015-16 and 2020-21.
- Timelines
- The pavilion is due to be completed by December 2019
- Update
- The following works have been completed
- foundation works and services riser locations
 - pre-cast panel manufacture
 - pre-cast panelling erection
- The following works have commenced
- steel framework
 - roofing works

Comely Banks Recreation Reserve – pavilion

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

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 After negotiations with the successful contractor, works are expected to commence in July and be completed in December 2019, which will be the commencement of the establishment/maintenance period.

Update The contract has commenced site establishment and spraying out of the grass.

Koo Wee Rup Recreation Reserve netball pavilion upgrades

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

Funding Council and the Victorian Government (\$400,000) fund this project.

Timelines The project is due for completion by December 2020

Update Council has been working with the netball club and the reserve committee of management to prepare draft concept plans for the pavilion upgrade project. Architect appointed and final schematic plans for the upgrade ready prior to detail design. Following the endorsement of Council's new Sport Facility Standards Policy, the plans will now be finalised with the clubs and committee.

Architect consultant has been appointed and they are progressing with detailed documentation.

Koo Wee Rup Recreation Reserve football/cricket pavilion upgrades

Project description Construct new football/cricket change rooms on the site of the existing building.

Funding Council, the Victorian Government (\$400,000) and the Australian Government (\$1.208m)- through the Building Better Regions Fund 3 Program fund this project

Timelines The project is due for completion by December 2020

Update Council has been working with the football, cricket and equestrian clubs and the reserve committee of management to progress the project and seek additional funding. Draft concept plans for the new pavilion have been prepared for discussion. Following the endorsement of Council's new Sport Facility Standards Policy, the plans will now be finalised with

the clubs and committee.

Architect consultant has been appointed and they have commenced the schematic layout for final review/ approval, which will be followed by the detailed documentation.

Cora Lynn change room upgrades

Project description	Construction of new change rooms at Cora Lynn Recreation Reserve.
Funding	This project is jointly funded by Council and the Victorian Government (\$3m) through Community Sports Infrastructure Fund
Timelines	Project is currently in the design phase. A construction timeline is to be developed.
Update	<p>Concept plans have been prepared for the new change rooms. Following the endorsement of Council's new Sport Facility Standards Policy, the scope of the project will be finalised with the Victorian Government, reserve committee of management and reserve user groups.</p> <p>Scheme prepared for final approval and detailed documentation commenced.</p>

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	<p>The project is jointly funded by:</p> <ul style="list-style-type: none"> • Council (\$4.88 million) • Australian Government's National Stronger Regions Fund (\$1.5 million) • Victorian Government Growing Suburbs Fund (\$1.5 million) • Eastern Dandenong Ranges Group/Dandenong Ranges Community Bank Group (\$250,000).
Timelines	Construction is due to be complete by September 2019.
Update	<p>The following works are complete:</p> <ul style="list-style-type: none"> • hydraulic vehicle turning area • main stair access to first floor • reception area/foyers • tiling to toilet areas • art work support detail • wall areas to men's shed

The following works are underway:

- ground floor fit out
- toilet amenity fit out
- lift installation
- fire tank installation works
- artwork lighting installation
- plaster board lining to first floor studio area
- plasterboard lining to first floor meeting rooms

Koo Wee Rup Tennis Club upgrade

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. Conversion of swimming clubroom to tennis club facility
Funding	Council and the Victorian Government – Sports and Recreation Victoria are jointly funding this project.
Timelines	The tennis court construction and refurbishment is complete The conversion of the swimming clubroom is to be completed by April 2020
Update	The courts are now complete with the Active Reserves team working with the club to open the courts to the public. The following works for the clubroom conversion are complete: <ul style="list-style-type: none"> • approval of the schematic layout • planning permit has been submitted <p>Detailed documentation for the clubroom conversion is currently being prepared ready to tender later in the year</p>

Roads, paths, drains and bridges

Emerald Lake Park

Project description	Replacement of outfall drainage pipe and reconstruction of Emerald Lake Park Road dam wall. The leak in the Emerald Lake Park outfall drain was discovered in March, with expert dam and hydraulic engineers attending the site on the same day. Road closure, response program and inspection regime was put in place immediately.
Funding	The works are fully funded by Council.
Timelines	This project is due for completion in Spring 2019.
Update	The dam wall downstream protection works have commenced, given the location of the works progress is very weather dependant. Once the batter protection works are complete, guardrail will be installed on both sides of the road along the dam wall.

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
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bridge near Toomuc Reserve and design and installation of a new pedestrian bridges over Toomuc Creek south of the train line.

Funding	Council funds the northern bridge and the new pedestrian bridge south of the rail line is funded through the DCP.
Timelines	The project is due for completion by late 2019.
Update	The contract has been awarded and the design has been submitted to Melbourne Water for approval. Following this the construction methodology will be finalised. Local schools and other user groups have been contacted regarding the projects progress.

PB Ronald Reserve car park

Project description	The removal of the fuel tanks from the old depot site, the demolition of the old depot building and the construction of a car park.
Funding	The program is fully funded by Council.
Timelines	The car park works are expected to be completed in August.
Update	Construction of the new portion of car park has been held up for several weeks due to inclement weather. Weather permitting works are proposed to be completed late August.

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

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	Installation of guardrail with removal of several trees is proposed to be undertaken in September/October and will complete blackspot requirements.

The installation of the audio tactile line marking has been completed.

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	Design are currently being finalised with a tender to be advertised for the works in the coming month.

2018–19 Drainage program

Project description	The maintenance and upgrading of Council's drainage network.
Funding	The \$421,000 program is fully funded by Council.
Timelines	This program is due to be completed by end of June 2019.
Update	<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 has been completed and quotes are being sought for the works.</p> <p>A detailed stormwater investigation is to be undertaken at the Rossiter Road/Station Street intersection in Koo Wee Rup. This investigation will include locating all drainage and services within the immediate area, assessment of the condition of the existing assets, flood modelling for the intersection and determination of the current outfall and its suitability.</p> <p>Emergency works consisting of the piping and realignment of an existing table drain have been undertaken adjacent the Windsor Drive childcare centre, these works were undertaken as tunnel erosion in the bank of the existing drain had resulted in large volumes of water flowing through a retaining wall within the childcare facility grounds. Works were organised and completed within one week of the issue being identified.</p> <p>Kerb and channel works in Devon Avenue, to complete a missing section of kerb, are now complete.</p>

Railway Avenue Road closure

Project description	The closure of Railway Avenue at the intersection of Racecourse Road
Funding	The program is fully funded by Council.
Timelines	The works are expected to be completed by end of July.
Update	The road closure works are complete with associated bus stop alteration works at Henry Road currently underway.

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 jointly funded by Council and the Victorian Government's Growing Suburbs Fund.

Timelines This project is due for completion in August 2019.

Update The following works have been completed

- steelwork, roofing and framing
- external cladding complete.
- installation of services
- new car park area
- compartmental wall detailing

The following works are underway

- internal fit out works
- toilet amenities (temporary toilet facility is still in operation)
- external ground /paving works/landscaping

Operations Centre solar electricity system

Project description Installation of a solar electricity system at the Operations Centre on the new office building

Funding This project is funded by Council.

Timelines This project is due for completion in 2019.

Update Following structural engineering advice, works are taking place to strengthen the building, which will assist to accommodate the solar electricity system.

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 The majority of works have been completed with just the decking, final paving and landscaping to be complete. The main deck frame, shelter structure and landscaping to the south of the site are complete including turf in the centre of the site.

Works around the central energy plant are complete, with a treatment to the Ausnet electricity box to be completed within 6 months.

Kaduna Park Neighbourhood Park

Project description	<p>Developer delivered landscape embellishments to 1ha public open space being created in the first stages of Kaduna Park Estate</p> <p>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.</p>
Funding	<p>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.</p>
Timelines	<p>Works are due to be complete in Spring 2019.</p>
Update	<p>All major structures are installed including the large play tower that is the centrepiece of the site. The final concrete works need to be installed prior to the bulk landscape works beginning on site.</p>

Arcadia Neighbourhood 2 (NH02) Reserve

Project description	<p>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.</p> <p>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.</p>
Funding	<p>Fully funded by Satterley under their permit for Arcadia Neighbourhood 2. Works are valued at over \$1.4m</p>
Timelines	<p>Works are due to be completed late 2019.</p>
Update	<p>All structures and large items have been installed, including the skate elements. Works around the wetland interface have been delayed but landscape works continue onsite.</p>

4 MAJOR PROJECTS REPORT

Moved Cr R Brown Seconded Cr M Schilling

That Council note the report.

Cd.

5 QUARTERLY REPORT - IMPLEMENTATION OF COUNCIL RESOLUTIONS

FILE REFERENCE INT1949764

RESPONSIBLE GENERAL MANAGER David Jackson

AUTHOR Doug Evans

RECOMMENDATION

That Council note the report detailing the implementation of Council resolutions for the period April to June 2019.

Attachments

1 Council Resolutions - April - June 2019 14 Pages

EXECUTIVE SUMMARY

The attached report details all resolutions made at General and Special Council and Town Planning Committee Meetings for the quarter ended June 2019 and the actions taken to implement the decision.

BACKGROUND

One of the responsibilities of the Chief Executive officer is ensure that Council decisions are implemented without undue delay, this report is intended to inform the Council about the implementation of these decisions and provide transparency to the community regarding this.

POLICY IMPLICATIONS

Nil

RELEVANCE TO COUNCIL PLAN

This regular reporting is relevant to the Council Plan goals included in the Our Governance section, in particular:

- 5.2.1 Embrace and demonstrate effective governance and transparency, notwithstanding that on occasions, matters under consideration will be confidential.
- 5.2.2 Govern and make decisions in the best interests of the Cardinia Shire community.

CONSULTATION/COMMUNICATION

All Council staff have been consulted in the preparation of this report

FINANCIAL AND RESOURCE IMPLICATIONS

Nil

CONCLUSION

This report is provided for the information of Councillors to provide a transparent report and provide confidence to the Council that the decisions taken are implemented in a timely manner and without undue delay.

Meeting	Subject	Resolution	Responsible Officer	Completion Date
Town Planning Committee 1/04/2019	Construction of four dwellings – 3 Goff Street Beaconsfield	Moved Cr B Owen Seconded Cr J Springfield That a Notice of Decision to Grant Planning Permit T180694 be issued for Construction of four (4) dwellings on a lot at 3 Goff Street, Beaconsfield subject to conditions	Wright, Melanie	NOD issued 02/04/2019, permit issued 01/05/2019
Council 15/04/2019	Council Plan, Strategic Resource Plan and Council Plan Actions	Moved Cr J Owen Seconded Cr J Springfield That: 1. the following changes to the council plan are adopted as draft and released for public comment: <ul style="list-style-type: none"> • Updates to the Strategic Resource Plan (SRP) to align with budget papers, • Updates to the Council Plan actions that identify key initiatives to implement the Council Plan, • Updates to the Council Plan to accurately reflect updates to the Council Plan actions, and • Updates to the Council Plan in the areas of demographic data, key activities of Council, and strategies, policies, and plans that support the Council Plan. 2. That the Council Plan be released for comment and any persons wishing to speak in support of their submission made in accordance with Section 223 of the Local Government Act 1989, be heard at a Special Meeting to be held in the Council Chamber on 27 May 2019 commencing at 7pm.	Philp, Peter	Public Notice appeared 17/04/2019
Council 15/04/2019	Proposed Budget 2019-20	Moved Cr B Owen Seconded Cr M Schilling That: 1. The Proposed Budget annexed to this resolution be the budget prepared by Council for the purposes of	Moore, Scott	Public Notice appeared 17/04/2019

		<p>section 127 of the Local Government Act 1989;</p> <ol style="list-style-type: none"> 2. The Chief Executive Officer be authorised to give public notice of the preparation of such budget in accordance with section 129 of the Local Government Act 1989; 3. Council hear any submission on any proposal (or proposals) contained in such budget, made in accordance with sections 129 and 223 of the Local Government Act 1989 at a Special Council Meeting to be held at 7pm on Monday 27 May 2019 in the Council Chambers, Civic Centre, 20 Siding Avenue, Officer, 3809, and 4. Council consider the adoption of the budget and the declaration and levy of rates and charges for the 2019-20 financial year at the Council Meeting to be held on Monday 17 June 2019. 		
Council 15/04/2019	Update on the Beaconsfield Parking Study	<p>Moved Cr B Owen Seconded Cr J Springfield</p> <p>That Council note the progress of the actions following the report to the December 2018 General Council meeting regarding the parking restrictions and railway station improvements at the Beaconsfield train station.</p>	Barr, Andrew	Completed 15/04/2019
Council 15/04/2019	Lease to Pakenham Auto Club - 21 Key Lane	<p>Moved Cr B Owen Seconded Cr J Springfield</p> <p>That Council enters into a lease of 21 Key Lane Pakenham to the Pakenham Auto Club Incorporated.</p> <p>The principal terms of the lease to be:</p> <ul style="list-style-type: none"> - Term 20 years - Further term 20 years - Rental \$104 pa - Rental increase Annual by 3% - Maintenance Responsibility of the tenant - Special conditions Tenant to construct all facility subject to Council approval 	Evans, Doug	Lease executed

Council 15/04/2019	Petition of residents who opposed the proposed dog park for Toddington Avenue, Officer	Moved Cr B Owen Seconded Cr M Schilling Council acknowledge and receive the petition opposing the Leash Free dog area in Goldsbrough Drive Reserve Officer.	Alexander, Kevin	Report drafted for May Council Meeting
Council 15/04/2019	Contract 18/29 - Koo Wee Rup Primary & Secondary School Oval Upgrade	Moved Cr R Brown Seconded Cr J Springfield That: 1. The tender submitted by SJM Turf & Civil Pty Ltd to undertake the works associated with Contract 18/29 - Koo Wee Rup Primary & Secondary School Oval Upgrades be accepted for the contract sum of \$1,473,095.35 (excluding GST); 2. The remaining Tenderers be advised accordingly; and 3. The common seal of the Council be affixed to the contract documents.	Wilkes, Shell	Tenderers advised 16/04/2019
Council 15/04/2019	Contract 18/02 - PB Ronald Reserve Carpark Construction & Upgrade	Moved Cr M Schilling Seconded Cr J Owen That: <ul style="list-style-type: none">• That the tender submitted by R & C Asphalt Pty Ltd for Contract No. 18/02 PB Ronald Reserve Carpark Construction & Upgrade be accepted for the contract sum of \$588,117.20 (excl. GST): • Advise tenderers accordingly. • The common seal of the Council be affixed to the contract documents.	Newman, Malcolm	Tenderers advised 16/04/2019
Council 15/04/2019	Contract 19/03 - Alma Treloar BMX & Skate design & construct	Moved Cr J Springfield Seconded Cr B Owen That: <ul style="list-style-type: none">• The tender submitted by Common Ground Trails Pty Ltd to undertake the works associated with Contract 19 /03 - Alma Treloar BMX & Skate Design & Construct be accepted for the contract	Nicholls, Thomas	Tenderers advised 16/04/2019

			sum of \$350,00.00 (Excl. GST);			
			<ul style="list-style-type: none"> The remaining Tenderers be advised accordingly; and The common seal of the Council be affixed to the contract documents. 			
Council 15/04/2019	Contract 18/47 - Deep Creek Reserve Plant Nursery	Moved Cr B Owen Seconded Cr M Schilling	Dowber, John	Tenderers 16/04/2019	advised	
		That: <ul style="list-style-type: none"> Council accept the revised tender sum of \$950,000.00 (excl. GST) from Insight Construction Group Pty Ltd for Contract No. 18/47 Deep Creek Reserve Nursery, Shortfall in order to deliver this project be sourced from the recent Council's savings achieved through the success of the KWR football/cricket Building Better Region Fund Round 3 grant application. The common seal of Council be affixed to the Contract documents. 				
Council 15/04/2019	Contract 18/41 - Toomuc Creek Pedestrian Bridges - North & South	Moved Cr J Springfield Seconded Cr J Owen	Dowber, John	Tenderers 16/04/2019	advised	
		That: <ol style="list-style-type: none"> The tender submitted by Open Space Infrastructure Australia Pty Ltd to undertake the works associated with Contract 18/41 - Toomuc Creek Pedestrian Bridges - North & South be accepted for the contract sum of \$459,000.00 (excluding GST). The remaining Tenderers are advised accordingly; and The Common Seal of Council be affixed to the contract documents.. 				
Council 15/04/2019	Appointment of Councillor	Moved Cr R Brown Seconded Cr J Springfield	Evans, Doug	Biosphere	advised	

	representatives to the Biosphere Foundation		That Council approves the appointment of Cr. McCormack (Primary) from Frankston City Council and Cr. Whelan (Vice) from Mornington Peninsula Shire Council as the Councillor representatives on the Board of the Mornington Peninsula and Western Port Biosphere Reserve Foundation Ltd.		16/04/2019
Town Planning Committee 6/05/2019	Variation of restrictive covenant at 33 Highland Drive, Pakenham	Moved Cr M Schilling Seconded Cr J Owen	<p>That a Refusal to Grant Planning Permit T190026 be issued for the variation of restrictive covenant at 33 Highland Drive, Pakenham VIC 3810 for reasons set out below:</p> <ol style="list-style-type: none"> 1. Council cannot be satisfied that the variation of the covenant will be unlikely to cause any beneficiary of the covenant or any other person any detriment relating to: <ol style="list-style-type: none"> a) Financial loss; or b) Loss of amenity; or c) Loss arising from change to the character of the neighbourhood; or d) Any other material detriment. 2. The variation of the covenant will detrimentally affect the interests of surrounding landowners under Clause 52.02 of the Cardinia Planning Scheme. 3. The variation of the covenant is inconsistent with the orderly planning of the area. 	Hooper, Tara	Refusal issued 7/05/2019
Town Planning Committee 6/05/2019	Use and development of the land (in stages) for a place of worship and food & drink premises (restaurant), buildings and works within the Land Subject to Inundation Overlay, business identification signage and a reduction in car parking at L4 LP57429, 30 Tivendale Road, Officer	Moved Cr B Owen Seconded Cr C Ross	That Planning Permit T180460 be issued for the use and development of the land (in stages) for a place of worship and food & drink premises (restaurant), buildings and works within the Land Subject to Inundation Overlay, business identification signage and a reduction in car parking at L4 LP57429, 30 Tivendale Road, Officer VIC 3809 subject to conditions:	Cook, Emily	Permit issued 07/05/2019

Council 20/05/2019	Youth and Family Outreach Support Program	<p>Moved Cr C Ryan Seconded Cr M Schilling</p> <p>That Council awards the contract for the Youth and Family Outreach Support Program to TaskForce Community Agency. The initial contract term will be 1 July 2019 - 30 June 2021 with an option to extend for a further 2 years from 1 July 2021- 30 June 2023.</p> <p>The total amount of funding for the period July 2019- June 2021 is \$225K (excluding GST) The total amount of funding for the period July 2021- July 2023 is \$245K (excluding GST)</p>	Firth, Emma	Tenderers 21/05/2019	advised
Council 20/05/2019	Council Delegations to Members of Council Staff	<p>Moved Cr C Ryan Seconded Cr M Schilling</p> <p>In exercising the powers conferred by section 98(1) of the Local Government Act 1989 and the other legislation referred to in the attached instrument of delegation, Council resolves that:</p> <ol style="list-style-type: none"> 1. Duties, functions and powers outlined be delegated to the members of Council staff holding, acting in or performing the duties of the positions referred to in the attached Instrument of Delegation to members of Council staff. The powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument. 2. The instrument comes into force immediately the common seal of Council is affixed to the instrument. 3. On the coming into force of the instrument all previous delegations to members of Council staff under the Instrument of Delegation dated 17 September 2018 are revoked. 4. The duties and functions set out in the instrument must be performed, and the powers set out in the 	Evans, Doug	Delegations documents executed 21/05/2019	

instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

Council 20/05/2019	Draft Social Justice & Equity Policy 2019 - 2023	Moved Cr M Schilling Seconded Cr L Wilmot That Council adopt the draft Social Justice and Equity Policy..	George, Glenda	Completed 21/05/2019
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Council 17/06/2019	Adoption of Budget 2019-2020	Moved Cr B Owen Seconded Cr C Ross	Moore, Scott	Budget forwarded to Minister 21/06/2019
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That Council having advertised the Budget for the financial year 2019-20 and considered the submissions received resolves as follows:

1. The Budget as presented for the financial year 2019-20 be adopted, with the following amendments:
 - IYU Recreation Reserve Athletics Facility – brought forward three years;

From	to	Amount \$
2022-23	2019-20	150,000
2023-24	2020-21	3,750,000
2024-25	2021-22	1,200,000
Total		5,100,000

- Officer District Park Masterplan Implementation – deferred three years;

From	to	Amount \$
2019-20	2022-23	200,000
2020-21	2023-24	1,800,000
2021-22	2024-25	2,700,000
Total		4,700,000

- Worrell Reserve - \$234k increase in 2019-20 for high ball nets (\$36k), oval lighting (\$180k) and coaches boxes (\$18k);
- Officer Recreation Reserve - \$62k increase in 2019-20 for high ball nets (\$36k) and AFL goal posts (\$26k);
- Officer Recreation Reserve Pavilion - \$70k increase in 2019-20;
- Cockatoo Community Centre - \$44k grant now Council funded;
- Fees and charges wording amendments – public event bookings and public market space hire – now ‘only for commercial or for-profit organisations’.
- The amount which Council intends to raise by general rates and the annual service charges be amended to be declared as \$96,664,763.21 and calculated as follows:

General Rates	
\$81,264,646.21	
Garbage Charge	\$12,431,592.00
Green Waste Charge	
\$2,968,525.00	

or such further amount as is lawfully levied as a consequence of this resolution;
- Each differential rate be amended to be determined by multiplying the capital improved value of each rateable land (categorised by the characteristics described in the Budget document) by the relevant cents in the dollar of the Capital Improved Value of each property indicated in the following table:

Type	\$/CIV
Base Rate	0.002777
Agricultural Land	0.002083
Urban Rate	0.002945
Urban Vacant Land	0.006363
Urban Commercial and Industrial	0.004030
Urban Agricultural Land	0.002361
Lakeside Residential	0.003001
Lakeside Vacant Land	0.006484

2. The Chief Executive Officer be authorised to give public notice of the adoption of such budget;
3. All person that lodged submissions be thanked for their interest and a written response be forwarded to all submitters advising that the budget has been adopted with amendments and responding to the matters raised in their individual submissions;
4. A general rate be declared in respect of the 2019-20 financial year and that the general rate be raised by the application of differential rates;
5. In accordance with section 4(4) of the Recreational Lands Act 1963, the amount of rates payable in respect of each of the rateable land to which that Act applies be determined by multiplying the capital improved value of that rateable land by .2083% (or 0.2083 cents in the dollar of capital improved value);
6. That council adopt the fees and charges for 2019-20 included within the budget
7. An annual service charge be declared in respect of 2019-20 financial year for the collection and disposal of refuse and that this charge be set at of \$283.70 for land (or part) in respect of which any annual service charge may be levied, and be based on the criterion of location within council's

			<p>municipal district</p> <ol style="list-style-type: none"> 8. An annual service charge be declared in respect of 2019-20 financial year for the collection of green waste and that this charge be in the sum of \$123.16 for land (or part) supplied with a green waste collection service 9. All rates and charges be paid in four instalments, in accordance with section 167(1) of the Local Government Act 1989; 10. If any rates and charges are not paid by the date on which they are due, interest be paid by the person liable to pay them in accordance with section 172 of the Local Government Act 1989; 11. The Executive Manager Office of the CEO be authorised to levy and recover the general rates, annual service charges and interest in accordance with the Local Government Act 1989. 		
Council 17/06/2019	Adoption of Council Plan and Council Plan Actions	Moved Cr L Wilmot Seconded Cr C Ross That Council	Philp, Peter	Council Plan and actions forwarded to Minister 21/06/2019	
		<ol style="list-style-type: none"> 1. Adopts the attached Council Plan for the period 2019-2023 incorporating the updated Strategic Resource Plan (SRP), for the period 2019-2023. 2. Adopts the attached Council Plan Actions for the period 2019-2023 			
Council 17/06/2019	Road Development Program	Moved Cr B Owen Seconded Cr J Springfield That Council endorses the below roads to be included in the first package of tender documentation to seek prices for delivery;	Barr, Andrew	Tender documentation being finalised prior to calling tenders.	
		<ul style="list-style-type: none"> • Huxtable Road • Hobsons, Soldiers and McGregor 			

			<p>Road</p> <ul style="list-style-type: none"> • Bessie Creek Road • Armytage, LL and Thewlis Road • Boundary, Denhams and Main Drain Road • Dore Road • Evans Road • Mount Lyall Road 		
Council 17/06/2019	Casey Cardinia Libraries - Library Plan and Draft Budget 2019-20	Moved Cr L Wilmot Seconded Cr J Springfield	That Council approves the proposed Casey Cardinia Libraries Budget 2019-20: Casey Cardinia Libraries Plan and Strategic Resource Plan 2019-2023.	Scicluna, Jenny	Library Corporation advised 18/06/2019
Council 17/06/2019	Proposed Leash Free Dog Area - Goldsborough Drive, Officer	Moved Cr B Owen Seconded Cr J Springfield	That Council not proceed with the proposed leash free dog area in Goldsborough Drive Reserve Officer, and respond to the head petitioner advising them of the decision.	Alexander, Kevin	Petitioner advised 21/06/2019
Council 17/06/2019	Biodiversity Conservation Strategy 2019-29	Moved Cr J Springfield Seconded Cr C Ross	That Council adopts the Biodiversity Conservation Strategy.	Jones, Rob	Completed 18/06/2019
Council 17/06/2019	Weed Management Strategy 2019-29	Moved Cr L Wilmot Seconded Cr J Springfield	That Council adopts the Weed Management Strategy.	Sawyer, Marianne	Completed 18/06/2019
Council 17/06/2019	Collaborative Procurement for Advanced Waste Processing Solutions	Moved Cr L Wilmot Seconded Cr J Springfield	That Council: <ol style="list-style-type: none"> 1. Supports joining the collaborative procurement for advanced waste processing solutions in 2019, facilitated by MWRRG; 2. Supports using a Special Purpose Vehicle to aggregate waste and to provide a viable 	Barr, Andrew	MWRRG advised 18/06/2019

		<p>proposition to the market and drive investment;</p> <p>3. Provides delegated authority to the CEO to participate in establishing a Special Purpose Vehicle;</p> <p>4. Provides delegated authority to the CEO to make necessary decisions to progress the procurement, until a binding commitment to enter into contract is required;</p> <p>5. Notes a full-services concession contract model was identified as being the most suited contract approach and it will be further explored.</p>		
Council 17/06/2019	Proposed Update to the Community Engagement Policy	<p>Moved Cr L Wilmot Seconded Cr C Ross</p> <p>That Council adopts the updated Community Engagement Policy.</p>	Carter, Mark	Completed 18/06/2019
Council 17/06/2019	Sport Facility Standards Policy 2019	<p>Moved Cr R Brown Seconded Cr B Owen</p> <p>That Council adopts the 2019 Sport Facility Standards Policy and Appendix including endorsing a modified option three which will involve designing and constructing facilities in accordance with the state sporting association standards for each sport, and providing;</p> <p>a) 100m² of social space for all sports (not including neighbourhood facilities),</p> <p>b) 90m² of external covered viewing areas for all sports (not including neighbourhood facilities), and</p> <p>c) Up to an additional 15m² to each change room for Australian Rules football facilities</p>	Casey, Michael	Completed 18/06/2019
Council 17/06/2019	Bunyip Bushfire Arborist and Tree Clearing Contracts	<p>Moved Cr L Wilmot Seconded Cr J Springfield</p> <p>That Council:</p>	Evans, Doug	Completed 18/06/2019

				<ol style="list-style-type: none"> 1. retrospectively approves entering into a contract with Total Tree Contracting for arborist works to 'make safe', dangerous trees on private property affected by the Bunyip Bushfires for an amount of \$316,424 (includes 15% contingency for unknown costs); 2. retrospectively approves entering into a contract with Kent Excavations for tree works on Council road reserves as a result of the Bunyip Bushfires for an amount of \$598,727 3. retrospectively approves entering into a contract with Accurate Group (Aust) P/L for emergency tree works as a result of the Bunyip Bushfires for an amount of \$197,961 4. resolves that in accordance with the provisions of Section 186 (5)(a) of the Local Government Act that these contracts must be entered into because of an emergency without giving public notice of the contract and inviting tenders. 			
Council 17/06/2019	Microsoft Software Purchase - June 2019	Licensing	Moved Cr L Wilmot Seconded Cr J Springfield	That Council approve purchase of the Annual Maintenance Agreement with Data#3 Limited for all Microsoft software, for an amount of \$194,000.	Jackson, David	Contract 18/06/2019	entered
Council 17/06/2019	Contract 19/10 - Gembrook Leisure Park - Skate & Landscape Construction		Moved Cr L Wilmot Seconded Cr J Springfield	That: <ol style="list-style-type: none"> 1. The tender submitted by Warrandale Industries Pty Ltd to undertake the works associated with Contract 19/10 Gembrook Leisure Park Skate & Landscape Construction be accepted for the contract sum of \$1,245,795.84 (Excl. GST); 	Nicholls, Thomas	Tenderers 18/06/2019	advised

			<ol style="list-style-type: none"> 2. The remaining Tenderers be advised accordingly; and 3. The common seal of the Council be affixed to the contract documents. 			
Council 17/06/2019	Contract 19/02 - Provision of Plant Tools Equipment and Traffic Management Hire Services	Moved Cr L Wilmot Seconded Cr J Springfield That:	<ol style="list-style-type: none"> 1. Council award contract CT 19/02 Provision of Plant Tools Equipment and Traffic Management Hires Services to the 14 following contractors, Accomplished Plumbing Services, Ashleys Domestic Water Cartage, Australian Traffic Control, Comar Constructions, Kennards Hire, Kent Environmental & Vegetation Management, Lincroads, Momentum Traffic Control, Pipeline Services & Equipment, Porter Plant, Sherrin Rentals, TFH Hire Services, Traffic Control Victoria and Tutt Bryant Hire, for a three-year period from 24 June 2019 to 30 June 2022 (with the option to extend the contract for a further period of up to two years), in accordance with the General Conditions of Contract; 2. All contractors be advised accordingly. 	Howard, Mark	Tenderers 18/06/2019	advised
Council 17/06/2019	Contract 19/23 - Supply of a New Tractor	Moved Cr L Wilmot Seconded Cr J Springfield That:	<ol style="list-style-type: none"> 1. The proposal submitted by D&S McIntyre Family Trust trading as Darmac Ag be accepted for the supply of one Fendt 514 Profi tractor and McConnel reach arm mower as specified for the contract sum of \$247,748 (excl. GST) plus statutory charges; 	Wood, Ben	Tenderers 18/06/2019	advised

2. Proponents are advised accordingly;
3. The Common seal of the Council is affixed to the Contract documents..

5 QUARTERLY REPORT - IMPLEMENTATION OF COUNCIL RESOLUTIONS

Moved Cr J Owen Seconded Cr L Wilmot

That Council note the report detailing the implementation of Council resolutions for the period April to June 2019.

Cd.

6 NOTICE OF MOTION NO. - 1044 - CR COLLIN ROSS

That in regard to the Sports Facility Standards Policy adopted by the Council at its meeting held on 17 June where the resolution was:

That Council adopts the 2019 Sport Facility Standards Policy and Appendix including endorsing a modified option three which will involve designing and constructing facilities in accordance with the state sporting association standards for each sport, and providing;

- a) 100m² of social space for all sports (not including neighbourhood facilities),*
- b) 90m² of external covered viewing areas for all sports (not including neighbourhood facilities),*
and
- c) Up to an additional 15m² to each change room for Australian Rules football facilities*

That points a) and b) of this motion be altered to read:

- a) up to 100m² of social space for all sports (not including neighbourhood facilities),*
- b) up to 90m² of external covered viewing areas for all sports (not including neighbourhood facilities),*

6 NOTICE OF MOTION 1044 - CR COLLIN ROSS

Moved Cr C Ross Seconded Cr M Schilling

That in regard to the Sports Facility Standards Policy adopted by the Council at its meeting held on 17 June where the resolution was:

That Council adopts the 2019 Sport Facility Standards Policy and Appendix including endorsing a modified option three which will involve designing and constructing facilities in accordance with the state sporting association standards for each sport, and providing;

- a) 100m² of social space for all sports (not including neighbourhood facilities),*
- b) 90m² of external covered viewing areas for all sports (not including neighbourhood facilities),*
and
- c) Up to an additional 15m² to each change room for Australian Rules football facilities*

That points a) and b) of this motion be altered to read:

- a) up to 100m² of social space for all sports (not including neighbourhood facilities),*
- b) up to 90m² of external covered viewing areas for all sports (not including neighbourhood facilities),*

Cd.

7 NOTICE OF MOTION NO. - 1045 - CR JODIE OWEN

That the limit on speaking times as stipulated in Clause 17 of the Meeting Procedure Local Law be enforced.

Clause 17 reads as follows

17 Limitation on speaking times

Except by leave of the Chairperson in any particular case to grant an extension of time, no Councillor shall speak or seek clarification of any question for a longer period than –

The mover of a motion	for five (5) minutes
Any other Councillor	for three (3) minutes
The mover of a motion exercising a right of reply	for two (2) minutes

provided that no Councillor, when speaking, may be interrupted, except by the Chairperson or upon a point of order (in which case the period allowed shall be extended accordingly).

7 NOTICE OF MOTION 1045 - CR JODIE OWEN

Cr Jodie Owen withdrew this Notice of Motion

Cd.

REPORTS OR MINUTES OF COMMITTEES

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

REPORTS BY DELEGATES

Cr Brown reported on his attendance at a meeting of the Longwarry - Koo Wee Rup Flood Protection Committee on 27 June and advised of the activities of the Committee.

Cr Brown reported on his attendance at the Together We Can fundraiser held at Outlook on 4 July, noting that he was fortunate to win the raffle.

Cr Brown reported on his attendance at a meeting of the Westernport Biosphere Reserve Committee on 11 July held at Bunjil Place noting that the Committee had secured significant funding from the Federal Government.

Cr Ryan reported on her attendance at a recent Casey Cardinia Indian Women's Association gals event.

Cr Ryan reported on her attendance at the Red Cross Blood Bank and commented on the importance of this service.

Cr Ryan reported on her attendance at a Ballroom dancing competition where young children were able to raise their self-esteem.

Cr Ryan reported on her attendance in company with Cr Schilling at a recent Central ward 'street talk' in Main Street of Pakenham.

Cr Brett Owe reported on his attendance in June at the Knox Garden Reserve in company with council staff to inspect some modular buildings that Knox City Council were constructing at recreation reserves noting the potential for similar facilities to be constructed within Cardinia Shire with potential savings up to 40% of building costs.

Cr Brett Owen reported on his attendance on 9 July at the Emerald & District Rotary Club Presidents Change Over and congratulated the new President Catherine Elfick and thanked the outgoing President Ian Ash for his term in office.

Cr Brett Owen congratulated Cr Collin Ross on his election to the Board of the Victorian Local Governance Association.

Cr Brett Owen reported on his attendance at the Eastern Dandenong Ranges Business and Tourism breakfast where CEO Carol Jeffs was the guest speaker and advised that the group was excited to receive funding from the Council to assist in their activities.

Cr Ross reported on his attendance at a meeting of the Metropolitan Waste and Resource Recovery Group meeting noting the group consisted on 32 municipalities and advised that there were some exciting developments being considered in waste management in particular green and recyclable waste

Cr Ross advised that he was excited to be elected to the Board of the Victorian Local Governance Association and was the only Councillor on the Board from an Interface Council.

Cr Ross advised of his attendance in company with the Mayor and Cr Wilmot at the refugee week activities held in the migrant hub at Living & Learning Pakenham.

Cr Ross reported on his attendance at the 150th anniversary of Berwick Church of Christ

Cr Ross reported on his attendance at the NAIDOC Week celebrations held at the Pakenham Library where the draft of the Reconciliation Action Plan was launched.

Cr Ross reported on his attendance at a meeting of then Cardinia Interfaith Group noting that the group was a collaborative group from many different ethnic backgrounds

The Mayor commented on the importance of the Red Cross Blood Bank noting that his wife Sue was a blood donor which was particularly important as she had rare Type O blood.

The Mayor advised that he had been invited to speak at an upcoming meeting of the Emerald & District Rotary Club

The Mayor advised that he had the pleasure of officially opening the recent Special Olympics at Cardinia Life where competitors had attended from across Victoria and congratulated Aligned Leisure in conducting the Special Olympics.

PRESENTATION OF PETITIONS

Nil

COMMUNITY QUESTION TIME

The Mayor advised that a question had been received from Mr Jack Mitchell and referred the question to Tracey Parker to read and answer

Question

It has come to my attention that the long-term future of food relief to residents of the shire is facing an uncertain future and supply may not be assured.

It is understood a task force has been established by council to which the writer has been invited however the most recent meeting scheduled for Thursday July 4 was cancelled due to a number of apologies.

As this service has been operated by 4Cs Cardinia Combined Churches Caring for close to twenty years, a facility and service relied on by a significant number of families when faced by circumstances outside of their control.

Question 1; why has the need for a task force been established?

Question 2; what is the current status of the investigation?

Question 3; is there level of urgency to ensure continuity of service?

Answer by Tracey Parker

Question 1:

Council is very committed to ensuring that emergency food relief is available with Cardinia Shire. Council works very closely with the 4C's to ensure food relief is available when needed.

Late last year the 4C's were unable to deliver the Christmas hampers, as a result council undertook

the Christmas hamper program at a cost of \$50k, in addition to assist the 4c's to continue their vital work council provided the 4C's with an additional \$45K in funding.

To ensure the ongoing delivery of emergency food relief Council has established an Emergency Relief Taskforce (12 organisations represented) as a proactive approach to seeking long-term stability and sustainability of emergency relief programs across the Shire.

The purpose of the taskforce is to:

- Identify current food and financial relief programs, recognise challenges in the emergency relief area, consider future needs of Cardinia's growing population and explore opportunities to work together towards a future model of operation that benefits all organisations.

Question 2:

There is no investigation. This is about working together to identify a collective model of operation that will benefit all.

The taskforce objectives are to:

- To work collaboratively together to identify existing models of operation.
- To consider all options and unanimously decide the best model course of action moving forward.
- To source funding opportunities from Government, business and philanthropic agencies and share this knowledge
- To advocate to DHHS and DSS for financial support for service delivery.
- Continue to advocate for volunteers and sources for volunteers.

Question 3

Council is in discussions with a number of organisations, including 4C's, to seek both a short and long-term solution to this growing area of need.

The Mayor advised that a question had been received from Wilma van Eyk and referred the question to Peter Benazic to read and answer:

Question

As treasurer of the Cardinia Art Society I am concerned with the additional financial cost to small community groups running large events in the Cardinia Shire requiring the maximum number of Temporary Advertising signage to advertise their event. \$20 per sign is an additional cost that volunteer groups will need to raise. Will the Council be open to an alternate method to identify approved signs and permit dates thus reducing the cost associated with a permit application?

Response by Peter Benazic

As previously mentioned the administration fee of \$20 per sign, is proposed to be charged to assist in the cost associated with processing applications, undertaking safety audits of signage and following up with any enforcement activity. The \$20 does not recover the costs to undertake these activities; it goes towards assisting with the administration and auditing requirements by Compliance Officers. Research has shown that in most cases, the fee is paid by the private company, Real Estate Agents etc, who are sponsoring the event. Council is eager to hear from Community groups who may have an alternative method to identify approved and non-approved signage, or any other feedback; I would implore you to submit your thoughts by Wednesday 31 July, but using Councils website

The Mayor advised that a question had been received from Jillian Ronald and referred the question

to Peter Benazic to read and answer:

Question

In preparation for an Art Show-Pakenham submission regarding the Temporary Community Advertising Policy, I seek clarification on the following questions:

1. Can the draft policy that is relevant to Road Reserves include event venues in the list of approved locations?
2. How does placing an impost of \$20 per sign, support community groups in their activities?
3. How will this Policy relate to towns not listed in approved locations?

Response by Peter Benazic

The Temporary Community Advertising Policy relates to orderly display of advertising signs in Road Reserves. Signage on 'event venues' or 'private land' is govern by different legislation and cannot be enforced under the Local Law. Council is proposing to establish an administration fee of \$20 per sign, instead of the current structure of \$20 per application. This administration fee is proposed to be charged to assist in the cost associated with processing applications, undertaking safety audits of signage and following up with any enforcement activity. In most cases, the fee is paid by the private company, Real Estate Agents etc, who are sponsoring the event, not the community group. The Temporary Community Advertising Policy reflects the need for orderly display of signs in the Central Corridor and Hills area, as these areas are much sort after from community groups and can cause conflict. However, the policy will continue to be used to provide guidance for the whole municipality when assessing requests. Consultation on the review of the Temporary Community Advertising Policy closes Wednesday 31 July, if you have not already, I would encourage you to visit Councils website and provide feedback.

Meeting closed at 8.38pm

Minutes Confirmed
Chairman