



# Cardinia

**MINUTES OF GENERAL COUNCIL MEETING**

**MONDAY, 17 FEBRUARY 2020**

## MINUTES OF GENERAL COUNCIL MEETING

held in the Council Chambers, 20 Siding Avenue, Officer  
on Monday, 17 February 2020  
The meeting commenced at 7:00pm

**PRESENT:** Mayor, Jeff Springfield, Chairman

Councillors Michael Schilling, Carol Ryan, Collin Ross, Ray Brown (left 7.52pm), Graeme Moore, Leticia Wilmot, Brett Owen

Messrs Carol Jeffs (CEO), Peter Benazic (GMIE), Tracey Parker (GMLC), Jenny Scicluna (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 emerging.

### APOLOGIES:

Cr Jodie Owen

### VALE DOUG HAMILTON AND ACKNOWLEDGEMENT OF AUSTRALIA DAY HONOURS

The Mayor acknowledged the recent passing of Doug Hamilton a long term resident of Lang Lang who served as a Councillor between 2003 and 2008 and who was awarded the Cardinia Shire Citizen of the Year in 2010, the mayor extended the Council's condolences to Mr Hamilton's family and friends.

The Mayor acknowledged and congratulated three residents who had been recognised for their community service in the recent Australia Day Awards, being awarded Order of Australia Medals:

- Tony Arrigo from Bunyip for his service to the Bunyip community
  - Elizabeth Wilson from Lang Lang for her service to the Lang Lang community, and
  - Garry Howe for his extensive service to the wider Cardinia community
- The Mayor commented that the Council is blessed by having residents of this calibre and congratulated them on their well-deserved awards.

### CONFIRMATION OF MINUTES OF MEETINGS

Moved Cr C Ryan Seconded Cr G Moore

### THAT MINUTES OF THE FOLLOWING MEETINGS BE CONFIRMED-

- General Council Meeting 9 December 2019

- Town Planning Committee 3 February 2020

Cd.

**DECLARATION OF PECUNIARY AND OTHER INTERESTS**

Nil.

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## **1 AMENDMENT C228 PAKENHAM ACTIVITY CENTRE - REQUEST FOR PLANNING PANEL**

FILE REFERENCE INT209489

RESPONSIBLE GENERAL MANAGER Tracey Parker

AUTHOR Brooke Templeton

### **RECOMMENDATION**

That Council:

1. Receive and consider all submissions received during the exhibition of Planning Scheme Amendment C228.
2. In accordance with Section 23 of the *Planning and Environment Act 1987*, refer all submissions for consideration to an independent planning panel to be appointed by the Minister for Planning.

### **Attachments**

- 1 Summary of Submissions and Officer Response 13 Pages

### **EXECUTIVE SUMMARY**

At the General Council Meeting 20 May 2019, Council adopted draft versions of the *Pakenham Structure Plan 2019*, *Pakenham Major Activity Centre Urban Design Framework 2019* and resolved to seek authorisation from the Minister for Planning to prepare and exhibit Planning Scheme Amendment C228.

Amendment C228 was placed on exhibition for a period of 4 weeks from Thursday 24 October to Friday 6 December 2019 and during this time, 18 submissions were received. 10 were from individuals and eight (8) from Public Authorities. Three (3) submissions objected to the Amendment, five (5) submissions supported the Amendment, Five (5) submissions were neutral and five (5) submissions were supportive but requested changes.

### **BACKGROUND**

*The Pakenham Structure Plan* was first adopted by Council in April 2015 and incorporated into the Cardinia Planning Scheme through Amendment C211 (approved March 2017). The approval of this Amendment was received with the following conditions:

1. *The Structure Plan and its built form requirements be implemented via the appropriate planning tool, the Activity Centre Zone.*
2. *An expiry date of 31 December 2019 be placed on the structure plan to ensure that the objectives of the structure plan are achieved by implementing its requirements regarding built form through the appropriate planning tool.*
3. *Council and VicTrack must determine the future of Bourke Park prior to the finalisation of the Activity Centre Zone and future amendment for the Pakenham Activity Centre.*

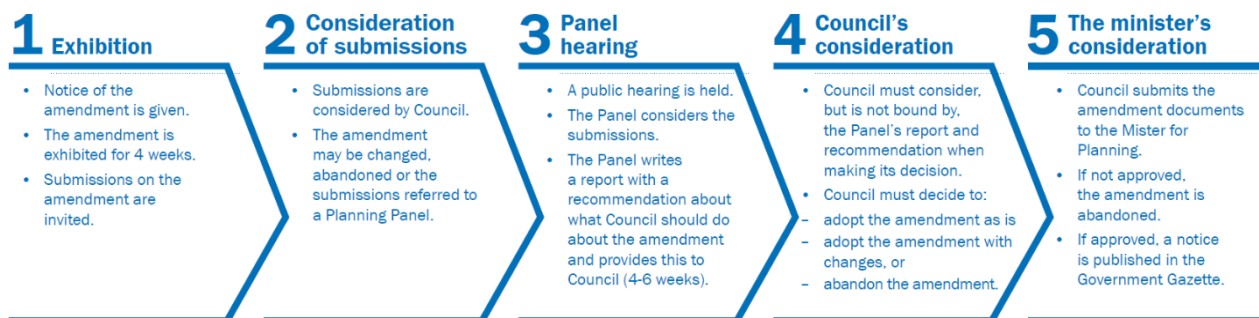
This Amendment, C228 responds to requirements 1 and 2.

To ensure that planning control and guidance for the Activity Centre remains whilst this Amendment progresses, Council requested an extension to the expiry date of the *Pakenham Structure Plan (March 2017)* via Planning Scheme Amendment C260 until 30 June 2021. This was approved by the Minister for Planning on 12 December 2019.

In response to requirement three, Council Officers have engaged with VicTrack and the relevant land authority (DJPR) and VicTrack have confirmed that VicTrack are not selling Bourke Park as the land has potential future development opportunity as a transit hub. They have also requested that Council rezone the land to Public Use Zone - Schedule 4 Transport (PUZ4) to appropriately identify the intended land use for this site. That request is considered outside the scope of this Amendment, however assistance will be provided to VicTrack if in future, when a formal amendment request is made.

As per Amendment C211 Panel's recommendations, Council has also resolved that it will not be seeking to purchase the Bourke Park land from VicTrack.

### Next Steps



**Figure 1. Steps in the Planning Scheme Amendment process**

We are at **Stage 3** of the Planning Scheme Amendment process as detailed above in Figure 1. A Panel Hearing is scheduled to occur week commencing 4 May 2020. Following the hearing, the Panel will prepare a report that will be considered by Council at a future Council meeting with a recommendation as to how to proceed with the Amendment.

### POLICY IMPLICATIONS

#### Plan Melbourne Metropolitan Planning Strategy - 2017-2050

*Plan Melbourne* is the Metropolitan Planning Strategy that guides Melbourne's growth through to the year 2050. Pakenham is identified as a Major Activity Centre in *Plan Melbourne*. The relevant directions and initiatives of *Plan Melbourne* are as follows:

- **Direction 1.2** - Improve access to jobs across Melbourne and closer to where people live
  - *Policy 1.2.2* - Facilitate investment in Melbourne's outer areas to increase local access to employment.
- **Direction 2.1** - Manage the supply of new housing in the right locations to meet population growth and create a sustainable city.
  - *Policy 2.1.2* - Facilitate an increase percentage of new housing in established areas to create a city of 20-minute neighbourhoods close to existing services, jobs and public transport.
  - *Policy 2.1.4* - Provide certainty about the scale of growth in the suburbs.
- **Direction 2.2** - Deliver more housing closer to jobs and public transport

- *Policy 2.2.3* - Support new housing in activity centres and other places that offer good access to jobs, services and public transport.
- **Direction 2.4** - Facilitate decision-making processes for housing in the right locations
  - *Policy 2.4.1* - Support streamline approval processes in defined locations.

### Planning Policy Framework (PPF)

The Planning Policy Framework (PPF) implements *Plan Melbourne* via Clause 11.03 Activity Centres encouraging urban consolidation in areas with good access to activity centres, public transport and employment areas. It also promotes good urban design to create environments that are safe, diverse and offer opportunities for walking and cycling. Activity centres should meet the needs of local communities and provide retail, entertainment, office and commercial opportunities.

At the local level the Municipal Strategic Statement (MSS) at Clause 21.03 identifies Pakenham Activity Centre as part of Melbourne's key Growth Area, which requires the preparation of a structure plan to guide future development.

## RELEVANCE TO COUNCIL PLAN

### Section 3 Our Environment

The objective: We will continue to plan and manage the natural and built environment for present and future generations.

- Action 3.2.3. Develop transport networks that incorporate effective public transport.
- Action 3.2.4. Prioritise multi-use pathways, where practicable, to create networks that connect destinations.
- Action 3.4.1. Plan and develop built environments that support improved health and wellbeing of our communities.
- Action 3.5.2. Plan for the development of the urban growth area with a mix of residential, commercial, employment, recreational and community activities to meet the needs of our growing community in a sustainable way.
- Action 3.5.3. Provide for the sustainable development of rural townships while taking into account their existing character and community needs.

### Section 4 Our Economy

The objective: We will create and support local employment and business opportunities for our community and the wider region.

- Action 4.1.2. Support the development of existing and new businesses within the Shire.
- Action 4.1.4. Plan the development of Officer and Pakenham town centres.
- Action 4.3.2. Encourage the establishment of tourism and hospitality in appropriate areas of the Shire.
- Action 4.3.3. Advocate for the delivery of small and large-scale projects that enhance and drive economic activity.

## CONSULTATION/COMMUNICATION

The *Pakenham Structure Plan (March 2017)* has been informed by extensive community consultation which was completed over a four-year period from 2012 to 2016. The consultation processes included: an *Initial Discussion Paper (May 2012)*, *Key Directions Paper (August 2012)*, a *Draft Pakenham Structure Plan (2014)* and the adopted final *Pakenham Structure Plan (2015, and March 2017)* and implemented via Planning Scheme Amendment C211.

Amendment C228 was placed on public exhibition for a period of 4 weeks from Thursday 28 October 2019 to Friday 6 December 2019. All owner/occupiers within the Activity Centre boundary, community groups and the relevant public authorities were notified of the exhibition of the Amendment. A total of 3,503 letters and 63 emails were sent.

In addition to the above, the Amendment was promoted using the following methods:

- Notice in the Pakenham Gazette - 23 October 2019
- Notice in the Government Gazette - 24 October 2019
- Pakenham Gazette Advert - 23 October 2019 & 20 November 2019
- Pop up/drop in sessions - Main Street Pakenham (6 & 9 November 2019) Pakenham Library (27 & 30 November 2019)
- Relevant Council departments notified
- Cardinia Shire Council website
- Media release
- DELWP website
- C228 Amendment documents were made available at the Cardinia Shire Council Civic Centre customer service desk and the Pakenham Library

## FINANCIAL AND RESOURCE IMPLICATIONS

Costs associated with this Amendment are provided for within the current and proposed Planning Strategy and Urban Design budget 2019-2020.

The application of the Activity Centre Zone (ACZ) provides a clear policy framework to assist Council planners when assessing and making decisions on applications within the Pakenham Activity Centre.

## CONCLUSION

Amendment C228 was placed on exhibition for a period of four (4) weeks from Thursday 24 October 2019 to Friday 6 December 2019 and a total of 18 submissions were received.

Given that there are unresolved submissions, it is recommended that in accordance with Section 23 of the *Planning and Environment Act 1987*, Council refer all submissions for consideration to an independent Planning Panel to be appointed by the Minister for Planning.



**1 AMENDMENT C228 PAKENHAM ACTIVITY CENTRE - REQUEST FOR PLANNING PANEL**

Moved Cr M Schilling Seconded Cr C Ross

That Council:

1. Receive and consider all submissions received during the exhibition of Planning Scheme Amendment C228.
2. In accordance with Section 23 of the *Planning and Environment Act 1987*, refer all submissions for consideration to an independent planning panel to be appointed by the Minister for Planning.

Cd.

## **2 ADVERTISING SIGNAGE POLICY ADOPTION AND REQUEST FOR AUTHORISATION**

FILE REFERENCE INT209495

RESPONSIBLE GENERAL MANAGER Tracey Parker

AUTHOR Tim Grace

### **RECOMMENDATION**

That Council:

1. Adopt the *Advertising Signage Policy (2020)*.
2. Resolve to seek Authorisation from the Minister for Planning to prepare Cardinia Planning Scheme Amendment C264 to implement a signs policy into the Cardinia Planning Scheme.

### **Attachments**

- |   |                                      |          |
|---|--------------------------------------|----------|
| 1 | Draft Advertising Signage Policy     | 37 Pages |
| 2 | Amendment C264 Signs Policy Document | 6 Pages  |

### **EXECUTIVE SUMMARY**

At the 21 October 2019 General Council meeting, Council resolved to exhibit *the Draft Advertising Signage Policy*. This occurred for a period of four weeks from 28 October 2019 to 22 November 2019 and no submissions were received.

### **BACKGROUND**

Advertising signage plays an important role in the built environment as well as the local economy. Appropriately proportioned and consistent signage avoids the cluttering of streetscapes while also providing guidance and information to customers or potential customers.

The review of the Municipal Strategic Statement (MSS) conducted in late 2018, also identifies the need for a signage policy to ensure that signs do not detract from the character or appearance of a street, building or site and to enhance good urban design outcomes. It also manages inappropriate and inefficient signage that degrades the character of streetscapes and public spaces.

In response to the above, the draft Advertising Signage Policy has been written to provide guidance for the design and placement of signs that are appropriate for various forms of development and context. It also assists developers, building owners, building tenants, planning permit applicants and residents in understanding what type of signs are supported and are not supported in Cardinia Shire Council.

This will form the policy basis on which Council will base its decision making on all permanent outdoor signs within the Shire.

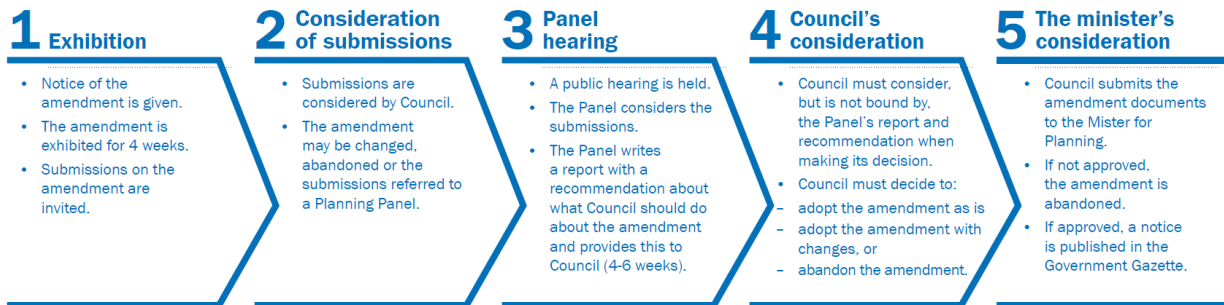
**POLICY IMPLICATIONS**

This document operates in conjunction with Clause 52.05 (Signs) and Clause 73 (Sign Terms) of the Cardinia Planning Scheme, by outlining the parameters which Council will assess planning permit applications against. Applicants must use the Guidelines as a basis for designing advertising signs that require a planning permit including new signage and/or modifying or replacing existing signage in Cardinia Shire Council.

The key requirements and design performance standards of these Guidelines will form a new Local Policy - Advertising Signs at Clause 22 of the Cardinia Planning Scheme through the Planning Scheme Amendment process.

This document will be used by Council Officer’s in assessing planning permit applications for advertising signs to ensure consistency with Council Policy.

**Next Steps**



**Figure 1. Steps in the Planning Scheme Amendment process**

We are at **Stage 1** of the Planning Scheme Amendment process as detailed above in Figure 1. If Council resolves to seek Authorisation from the Minister for Planning, the sub stages within Stage 1 will be undertaken and public exhibition of the Amendment will commence.

**RELEVANCE TO COUNCIL PLAN**

**Section 3 Our Environment**

The objective: We will continue to plan and manage the natural and built environment for present and future generations.

- Action 3.4.1. Plan and develop built environments that support improved health and wellbeing of our communities.
- Action 3.5.3. Provide for the sustainable development of rural townships while taking into account their existing character and community needs.

**Section 4 Our Economy**

The objective: We will create and support local employment and business opportunities for our community and the wider region.

- Action 4.1.1 Plan for and support local employment opportunities.
- Action 4.1.2. Support the development of existing and new businesses within the Shire.
- Action 4.3.1 Support small businesses to remain viable in rural townships.
- Action 4.3.3 Advocate for the delivery of small and large scale projects that enhance and drive economic activity.
- Action 4.3.5 Support business and organisations to enhance their skills.

**Section 5 Our Governance**

The objective: We will create an engaged community

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

## **CONSULTATION/COMMUNICATION**

The draft Policy has been consulted with relevant internal officers across eight Business Units, Department of Environment, Land, Water and Planning (DELWP), VicRoads and local traders.

Draft Policy documents were exhibited to the public for a period of 4 weeks from 28 Oct to 22 Nov 2019.

The community engagement activities (1 pop up and drop in session) were aimed at raising awareness of the proposed changes to outdoor signage for shops, offices and industrial areas. Council's 'have your say' page was set up with the link to the full policy document and a visual prospectus.

Council undertook a popup stall in the main street of Pakenham (in collaboration with the Amendment C228 -Pakenham Activity Centre Zone community consultation event), to provide an opportunity for traders in the local area to have a one on one discussion with Council Officers.

An E-newsletter was sent out to all business owners and traders within the Shire to promote the project and seek feedback.

Business owners, traders and residents were able to view the proposed Signage Design Guidelines at Council's drop in session at Cardinia Council Office.

No submissions seeking change to the Advertising Signage Policy were received.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

There are no additional resource implications associated with this project. The adoption of the Policy provides a clear framework to assist Council Planners and Engineers when assessing and making decisions on signage applications.

## **CONCLUSION**

The Advertising Signage Policy has been prepared through a thorough consultation process with key stakeholders and has been benchmarked against State Level Urban Design and Road Safety Guidelines.

It is recommended that the Council support the adoption of the Advertising Signage Policy and seek Authorisation from the Minister for Planning to prepare Cardinia Planning Scheme Amendment C264 to implement the Advertising Signs Policy into Clause 22 of the Cardinia Planning Scheme.

## 2 ADVERTISING SIGNAGE POLICY ADOPTION AND REQUEST FOR AUTHORISATION

Moved Cr M Schilling Seconded Cr G Moore

That Council:

1. Adopt the *Advertising Signage Policy (2020)*.
2. Resolve to seek Authorisation from the Minister for Planning to prepare Cardinia Planning Scheme Amendment C264 to implement a signs policy into the Cardinia Planning Scheme.

Cd.

### **3 APPOINTMENT OF COMMITTEE MEMBERS TO THE COCKATOO TOWNSHIP COMMITTEE**

FILE REFERENCE INT207817

RESPONSIBLE GENERAL MANAGER Tracey Parker

AUTHOR Kym Ockerby

#### **RECOMMENDATION**

That Council:

- Approve the following amendments and appointments be made to the Committee for the Cockatoo Township under Section 86 of the Local Government Act (1989).

Cockatoo Township Committee:

- Annette White Committee member
  - Khel Belrost Committee member
  - Dot Griffin Committee member
  - Claire Cowen Committee member
- Ensure all previous members are removed from this committee and are acknowledged and thanked for their past contribution.

#### **Attachments**

*Nil.*

#### **EXECUTIVE SUMMARY**

This report advises Council of the membership of the Committees of Management that have been appointed as the result of public meetings that have been conducted by Councillors or Council Officers.

Note: the positions of President, Vice President, Treasurer and Secretary remain unchanged - appointments made on a bi-annual basis.

#### **BACKGROUND**

Members of Special Committees require appointment by Council resolution pursuant to Section 86 of the Local Government Act. The election of Special Committees of Management is organised by Council and takes place annually or at other specified times.

The Act requires that Council approves the membership of Special Committees. It also notes those who are no longer members.

At a meeting held on Tuesday 3rd December 2019 the members detailed above were elected to be appointed by Council to the Cockatoo Township Committee for the current term as specified in the Instrument of Delegation (annually).

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**POLICY IMPLICATIONS**

Nil.

**RELEVANCE TO COUNCIL PLAN**

Establishing and maintaining Committees of Management is directly relevant to the Council Plan goals of actively engaging with communities and increasing levels of community participation.

**CONSULTATION/COMMUNICATION**

Nil.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Nil.

**CONCLUSION**

It is appropriate for the Council to confirm the appointment of these new members to the Township Committee of Cockatoo.

### **3 APPOINTMENT OF COMMITTEE MEMBERS TO THE COCKATOO TOWNSHIP COMMITTEE**

Moved Cr M Schilling Seconded Cr G Moore

That Council:

- Approve the following amendments and appointments be made to the Committee for the Cockatoo Township under Section 86 of the Local Government Act (1989).

Cockatoo Township Committee:

- Annette White            Committee member
  - Khel Belrost            Committee member
  - Dot Griffin              Committee member
  - Claire Cowen            Committee member
- Ensure all previous members are removed from this committee and are acknowledged and thanked for their past contribution.

Cd.



## **4 APPOINTMENT OF COMMITTEE MEMBERS TO THE KOO WEE RUP COMMUNITY CENTRE COMMITTEE OF MANAGEMENT**

FILE REFERENCE INT208755

RESPONSIBLE GENERAL MANAGER Tracey Parker

AUTHOR Helena Moloney

### **RECOMMENDATION**

That the following appointments be made to the Koo Wee Rup Community Centre Committee of Management under Section 86 of the Local Government Act (1989).

That the following members be appointed to the Committee:

- Gus Moore                      President
- Janis Fox                        Vice President
- Lisa Van Dord                 Secretary
- Lyn Van de Hoef              Treasurer
- Andrew Baxter                Committee Member
- Gwenda Woff                 Committee Member

### **Attachments**

*Nil.*

### **EXECUTIVE SUMMARY**

This report advises Council of the membership of Committee of Management that have been appointed as the result of a public meeting that has been conducted by Councillors or Council Officers.

### **BACKGROUND**

Members of Special Committees require appointment by Council resolution pursuant to Section 86 of the Local Government Act. The election of Special Committees of Management is organised by Council and takes place annually or at other specified times.

The Act requires that Council approves the membership of Special Committees. It also notes those who are no longer members.

At a meeting held on Wednesday 13th November 2019 the members detailed above were elected to be appointed by Council to the Koo Wee Rup Community Centre Committee for the current term as specified in the Instrument of Delegation (annually).

### **POLICY IMPLICATIONS**

*Nil.*

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**RELEVANCE TO COUNCIL PLAN**

Establishing and maintaining Committees of Management is directly relevant to the Council Plan goals of actively engaging with communities and increasing levels of community participation.

**CONSULTATION/COMMUNICATION**

Nil.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Nil.

**CONCLUSION**

It is appropriate for the Council to confirm the appointment of these new members to the Koo Wee Rup Community Centre Committee.

#### **4 APPOINTMENT OF COMMITTEE MEMBERS TO THE KOO WEE RUP COMMUNITY CENTRE COMMITTEE OF MANAGEMENT**

Moved Cr M Schilling Seconded Cr G Moore

That the following appointments be made to the Koo Wee Rup Community Centre Committee of Management under Section 86 of the Local Government Act (1989).

That the following members be appointed to the Committee:

- Gus Moore                      President
- Janis Fox                        Vice President
- Lisa Van Dord                 Secretary
- Lyn Van de Hoef              Treasurer
- Andrew Baxter                Committee Member
- Gwenda Woff                 Committee Member

Cd.

## **5 APPOINTMENT OF COMMITTEE MEMBERS TO THE LANG LANG TOWNSHIP COMMITTEE**

FILE REFERENCE INT208925

RESPONSIBLE GENERAL MANAGER Tracey Parker

AUTHOR Helena Moloney

### **RECOMMENDATION**

That the following appointments be made to the Lang Lang Township Committee under Section 86 of the Local Government Act (1989).

That the following members be appointed to the Committee:

- Cynthia Gane                      President
- Liz Wilson                         Vice President
- Di Comber                         Secretary
- Elizabeth Gregorovich        Treasurer
- Bob Comber                       Committee member
- Ken Robinson                    Committee member
- Peter Hayden                    Committee member
- Jean Hayden                     Committee member
- Rosemary Kruzinga            Committee member
- Judy Prowd                        Committee member
- Michael Boraston               Committee member
- Graeme Baker                    Committee member

### **Attachments**

*Nil.*

### **EXECUTIVE SUMMARY**

This report advises Council of the membership of Committees that have been appointed as the result of a public meeting that has been conducted by Councillors or Council Officers.

### **BACKGROUND**

Members of Special Committees require appointment by Council resolution pursuant to Section 86 of the Local Government Act. The election of Special Committees is organised by Council and takes place annually or at other specified times.

The Act requires that Council approves the membership of Special Committees. It also notes those who are no longer members.

At a meeting held on Thursday 28th November 2019 the members detailed above were elected to be appointed by Council to the Lang Lang Township Committee for the current term as specified in the Instrument of Delegation.

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**POLICY IMPLICATIONS**

Nil.

**RELEVANCE TO COUNCIL PLAN**

Establishing and maintaining Committees is directly relevant to the Council Plan goals of actively engaging with communities and increasing levels of community participation.

**CONSULTATION/COMMUNICATION**

Nil.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Nil.

**CONCLUSION**

It is appropriate for the Council to confirm the appointment of these new members to the Lang Lang Township Committee.



## **5 APPOINTMENT OF COMMITTEE MEMBERS TO THE LANG LANG TOWNSHIP COMMITTEE**

Moved Cr M Schilling Seconded Cr G Moore

That the following appointments be made to the Lang Lang Township Committee under Section 86 of the Local Government Act (1989).

That the following members be appointed to the Committee:

- Cynthia Gane                      President
- Liz Wilson                         Vice President
- Di Comber                         Secretary
- Elizabeth Gregorovich        Treasurer
- Bob Comber                       Committee member
- Ken Robinson                    Committee member
- Peter Hayden                    Committee member
- Jean Hayden                     Committee member
- Rosemary Kruzinga            Committee member
- Judy Prowd                       Committee member
- Michael Boraston               Committee member
- Graeme Baker                    Committee member

Cd.

## **6 APPOINTMENT OF COMMITTEE MEMBERS TO THE YANNATHAN PUBLIC HALL COMMITTEE OF MANAGEMENT**

FILE REFERENCE INT207798

RESPONSIBLE GENERAL MANAGER Tracey Parker

AUTHOR Helena Moloney

### **RECOMMENDATION**

That the following appointments be made to the Yannathan Public Hall Committee of Management under Section 86 of the Local Government Act (1989).

That the following members be appointed to the Committee:

- Matthew Coleman            President
- Val Williams                Vice President
- Ian Baker                    Secretary/Treasurer
- Jenny Liebe                 Booking Officer
- Bruce Thomas              Committee Member
- Kevin Kitchin              Committee Member
- Stephen Kent              Committee Member
- Ann Campbell              Committee Member
- Noel Campbell             Committee Member
- Brian Pitman                Committee Member
- Andrew Liebe              Committee Member
- Melva Head                 Committee Member
- Geof Gardiner              Committee Member
- Calvin Coghlan             Committee Member
- Loris Milner                Committee Member
- Evan Campbell              Committee Member

### **Attachments**

*Nil.*

### **EXECUTIVE SUMMARY**

This report advises Council of the membership of Committee of Management that have been appointed as the result of a public meeting that has been conducted by Councillors or Council Officers.

### **BACKGROUND**

Members of Special Committees require appointment by Council resolution pursuant to Section 86 of the Local Government Act. The election of Special Committees of Management is organised by Council and takes place annually or at other specified times.

The Act requires that Council approves the membership of Special Committees. It also notes those who are no longer members.

At a meeting held on Monday 2nd December 2019 the members detailed above were elected to be appointed by Council to the Yannathan Public Hall Committee for the current term as specified in the Instrument of Delegation.

#### **POLICY IMPLICATIONS**

Nil.

#### **RELEVANCE TO COUNCIL PLAN**

Establishing and maintaining Committees of Management is directly relevant to the Council Plan goals of actively engaging with communities and increasing levels of community participation.

#### **CONSULTATION/COMMUNICATION**

Nil.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

Nil.

#### **CONCLUSION**

It is appropriate for the Council to confirm the appointment of these new members to the Yannathan Public Hall Committee.



## **6 APPOINTMENT OF COMMITTEE MEMBERS TO THE YANNATHAN PUBLIC HALL COMMITTEE OF MANAGEMENT**

Moved Cr M Schilling Seconded Cr G Moore

That the following appointments be made to the Yannathan Public Hall Committee of Management under Section 86 of the Local Government Act (1989).

That the following members be appointed to the Committee:

- Matthew Coleman            President
- Val Williams                Vice President
- Ian Baker                    Secretary/Treasurer
- Jenny Liebe                 Booking Officer
- Bruce Thomas             Committee Member
- Kevin Kitchin             Committee Member
- Stephen Kent              Committee Member
- Ann Campbell             Committee Member
- Noel Campbell            Committee Member
- Brian Pitman              Committee Member
- Andrew Liebe             Committee Member
- Melva Head                Committee Member
- Geof Gardiner            Committee Member
- Calvin Coghlan            Committee Member
- Loris Milner               Committee Member
- Evan Campbell            Committee Member

Cd.

## **7 PROPOSED COMPULSORY ACQUISITION OF 4 STATION STREET, OFFICER**

FILE REFERENCE INT207833

RESPONSIBLE GENERAL MANAGER Tom McQualter

AUTHOR Fiona Shadforth

### **RECOMMENDATION**

That

1. Council acquire part of the land at 4 Station Street Officer, in accordance with the Officer Precinct Structure Plan and Officer Development Contribution Plan, by compulsory acquisition pursuant to the Land Acquisition and Compensation Act 1986, and
2. The CEO be authorised to agree to the compensation payable and sign all documentation associated with the acquisition of the property

### **Attachments**

- |   |                               |         |
|---|-------------------------------|---------|
| 1 | Subdivision Plan              | 3 Pages |
| 2 | Development Contribution Plan | 1 Page  |

### **EXECUTIVE SUMMARY**

Officers require endorsement to commence the process to purchase part of the property at 4 Station Street Officer by compulsory acquisition.

### **BACKGROUND**

Officers have been attempting, over a period of 12 months, to contact the land owner ('Owner') to negotiate the purchase of part of the property shown as R1 on the attached plan of subdivision ('Property') which is required for road widening and intersection upgrade in accordance with the Officer Precinct Structure Plan ('PSP') and Officer Development Contributions Plan ('DCP') at the intersection of Princes Highway, Station Street and Tivendale Road.

The Owner, which is a registered Company, has not responded to any request for them to contact Officers to discuss the matter. Correspondence has been sent to the postal address registered to the Property in Council's Property and Rating records, the postal address registered to the Company and the address noted on the Certificate of Title for the property.

The Federal Government has committed funds to Council to upgrade eight Princes Highway intersections. Officers are responsible for ensuring the land required for such upgrades is in Council ownership. The Property is the only outstanding land parcel required for the Princes Highway, Station Street and Tivendale Road intersection, as agreement has been reached with all other property owners.

Planning Officers currently have an application to apply a Public Acquisition Overlay to the Property, along with other properties required within the Officer PSP, however, as the area of land required is less than 10% of the overall property and is valued at less than 10% of the total property value. Council is able to commence the compulsory acquisition process in accordance with the Land and

Acquisition Compensation Act 1986 without requiring the Public Acquisition Overlay to be applied. The declaration of the Public Acquisition Overlay may take some time and Officers wish to proceed as quickly as possible with the acquisition of the Property to ensure that there are no delays to the intersection upgrade project.

## **POLICY IMPLICATIONS**

The Officer PSP and Officer DCP has established the requirement for the Property, namely Project Number DI\_TM\_LA28 in respect of PSP Property ID 282.

## **RELEVANCE TO COUNCIL PLAN**

The following key vision statement articulated by “Our Vision” in the Cardinia Shire Council Plan 2017 underpins the purchase of this land ‘Cardinia Shire will be developed in a planned manner to enable present and future generations to live, healthy and productive lives and to enjoy the richness of the diverse and distinctive characteristics of the shire.’

The relevant Council Plan objective is that ‘We continue to plan and manage the natural and built environment for future generations’. The objective is to be achieved through balancing the needs of development, the community and the environment.

## **CONSULTATION/COMMUNICATION**

Officers have attempted to communicate with the owner without success.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

The 2019/2020 DCP valuation of the Property is \$900 per square metre, making a total of \$34,200 for 38 square metres required for road. This will be the rate to commence negotiations and compensation will be determined in accordance with the Land Acquisition and Compensation Act 1986

## **CONCLUSION**

In accordance with the Officer PSP and Officer DCP Council is required to acquire the Property in order to facilitate road and intersection upgrades. Officers are seeking authority to carry out the acquisition of the Property by a compulsory process in accordance with the Land Acquisition and Compensation Act 1986 and the Chief Executive Officer be authorised to negotiate compensation payable.

**7 PROPOSED COMPULSORY ACQUISITION OF 4 STATION STREET,  
OFFICER**

Moved Cr B Owen Seconded Cr L Wilmot

That

1. Council acquire part of the land at 4 Station Street Officer, in accordance with the Officer Precinct Structure Plan and Officer Development Contribution Plan, by compulsory acquisition pursuant to the Land Acquisition and Compensation Act 1986, and
2. The CEO be authorised to agree to the compensation payable and sign all documentation associated with the acquisition of the property

Cd.

## **8 PROPOSED DISCONTINUANCE OF ROADS ENCROACHING PROPERTIES AT PEET STREET PAKENHAM AND 17 HILL STREET, PAKENHAM**

FILE REFERENCE INT207852

RESPONSIBLE GENERAL MANAGER Tom McQualter

AUTHOR Fiona Shadforth

### **RECOMMENDATION**

That the Chief Executive Officer be authorised on behalf of Council to effect the discontinuance of the portions of road abutting O'Sullivan Street and 17 Hill Street Pakenham, shown hatched on the attached locality plan and publish a notice in the Victorian Government Gazette and sign all documentation associated with the transfer of the land.

### **Attachments**

- |   |                               |        |
|---|-------------------------------|--------|
| 1 | Locality Plan - Peet Street   | 1 Page |
| 2 | Public Notice 23 October 2019 | 1 Page |

### **EXECUTIVE SUMMARY**

This report recommends that Council, acting under clause 3 of schedule 10 of the Local Government Act 1989 (the Act) and also in accordance with sections 207A and 223 of the Act, complete the statutory procedures to discontinue the portions of road abutting O'Sullivan Street and 17 Hill Street Pakenham, shown hatched on the attached locality plan (Roads).

### **BACKGROUND**

In May 1994 Council negotiated with the landowners to acquire two reserves ('Municipal Reserves 1 and 2') which ran east west between O'Sullivan Street and Hill Street and east from Hill Street. The plan creating Municipal Reserves 1 and 2 also created road widenings noted as R1 and R2 ('roads') with allowance for a splay ('splays') on each road where the road connects with Municipal Reserves 1 and 2. The plan was registered in July 1994. The Permit expired in 1997 and the Estate was not constructed.

A subsequent plan was lodged in September 2004 to remove the reserve status of Municipal Reserves 1 and 2. The purpose of the removal of the reserve status was to sell the land back to the land owners. The land had been acquired for the purpose of a bypass arterial road but the location for the arterial road was changed and therefore the land was no longer required by Council for this purpose.

Council removed the reserve status of Municipal Reserves 1 and 2 and sold the land. However the roads remained in Council's ownership.

At the time of the removal of reserve status, Council should also have removed the road status of the splays and commenced the transfer. As Council did not remove the road status of the splays, the alignment of the roads is unusual with a small encroachment into two privately owned properties, one of which remains in the ownership of the landowners, being the Peet Street property.

As the Peet Street Industrial Estate has now been constructed, in accordance with the Special Charge Scheme, it would be an appropriate time to rectify the unusual alignment of the roads. The landowners have requested that this be done as it is impacting on the future development and sale of the (proposed) subdivided property. It would be in Council's best interest to remove the splays as they are not required for road. Removing Council's responsibility and risk of the surplus splays would be beneficial long term.

## **POLICY IMPLICATIONS**

The proposal to discontinue and sell the Roads has been carried out in accordance with the 'Discontinuance of Roads Policy' (Policy). The Policy provides that Land will sold at market value however it allows for land to be transferred at a *'lower price if it is considered that the benefits that accrue to the community by the achievement of one or more of the objectives of this Policy are not reasonably obtained unless a lower sale price is received'*. As the splays were transferred to Council as part of the previous plan of subdivision it is proposed that the land will be transferred back to the landowners for \$1.

## **RELEVANCE TO COUNCIL PLAN**

The relevant Council Plan objective is that 'We continue to plan and manage the natural and built environment for future generations'. The objective is to be achieved through balancing the needs of development, the community and the environment.

## **CONSULTATION/COMMUNICATION**

On 19 August 2019 Council resolved to commence the process to discontinue the roads. In accordance with sections 207A and 223 of the Act Council has given public notice of the proposal to discontinue the Roads and transfer the land, and did not receive any submissions.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

Council will meet the costs to rectify the alignment of the roads which will reduce Council's long term ongoing costs to maintain the unused Roads which have no benefit to Council.

## **CONCLUSION**

The Roads fall within the Peet Street Industrial Estate Special Charge Scheme and are not required for any infrastructure and are considered surplus to Council's purposes. No submissions were received in response to the public notice. As the proposal to discontinue the Roads has no apparent detrimental effect in relation to access or use within this area, the Roads are considered to be suitable for discontinuance and transfer.

**8 PROPOSED DISCONTINUANCE OF ROADS ENCROACHING PROPERTIES  
AT PEET STREET PAKENHAM AND 17 HILL STREET, PAKENHAM**

Moved Cr M Schilling Seconded Cr G Moore

That the Chief Executive Officer be authorised on behalf of Council to effect the discontinuance of the portions of road abutting O'Sullivan Street and 17 Hill Street Pakenham, shown hatched on the attached locality plan and publish a notice in the Victorian Government Gazette and sign all documentation associated with the transfer of the land.

Cd.

## **9 BASKETBALL IN CARDINIA SHIRE**

FILE REFERENCE INT2011064

RESPONSIBLE GENERAL MANAGER Tracey Parker

AUTHOR Ben Fenton

### **RECOMMENDATION**

That Council note this report.

### **Attachments**

1 Schools in Cardinia Indoor Courts and Stadium Register 1 Page

### **EXECUTIVE SUMMARY**

Councillors passed a motion at the November 18 Council meeting seeking information about basketball within Cardinia Shire.

This report details basketball participation and court usage across the four Council operated indoor stadiums in Cardinia Shire and other stadiums in the Shire not managed by Council.

### **BACKGROUND**

On 18 November 2019, Council passed the following motion:

‘That Council officers prepare a report for the February 2020 Council meeting detailing the current status of basketball in Cardinia.

The report to include:

- Current participation rates at council’s existing council basketball facilities
- Occupancy of courts across the municipality’s courts.
- What infrastructure requirements at existing facilities is required to maximise usage
- Details regarding proposed additional courts, stadium extensions and the building of new basketball facilities and their expected timeframes.

Council owns thirteen (13) multipurpose indoor courts. These courts are managed on Council's behalf through a variety of agreements: eight (8) courts are located at Cardinia Life in Pakenham, three (3) at the Officer Community Hub (OCH) with one (1) court each at the Bunyip Auditorium and Cockatoo Stadium.

#### **Cardinia Life**

The eight (8) courts at Cardinia Life are managed by Aligned Leisure as part of the major facility management contract; this includes the administration of the Pakenham & District Basketball Association competitions.

Basketball rings can be lowered on four of the eight courts at Cardinia Life; the basketball rings are lowered to 8 feet to allow under 8's to play.

Cardinia Life court usage is as per the table below.



Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
4:50PM - 11PM	Netball 4:45pm - 10pm 6 courts	6:30PM - 11PM	4PM - 6PM	4 PM - 6PM	8:30AM - 8:20PM	8AM - 1PM
8 Courts	Netball 6:15pm - 10pm 2 courts	4 Courts	8 Courts	8 Courts	8 Courts	8 Courts
Domestic Competition - Under 16s boys, Under 18's boy's, women's and mixed.		Domestic Competition	Club Training	Club Training	Domestic Competition Under 8's - Under 16's	Pakenham Warriors PDBA Junior Representative Training
		Netball 4pm-6pm 3 courts  4pm-10:30pm 4 Courts	6:30PM - 11PM 8 Courts Men's Competition	6PM - 11PM 4 Courts VJBL Competition - Pakenham Warriors*		Netball 4 courts 5pm-6:30pm

\* Friday nights is the only night that isn't fully utilized, the Victorian Junior Basketball League use only 4 courts between 6pm & 10pm. Domestic clubs struggle to use this availability to train due to their players playing in the representative program.

Currently, there are 444 teams registered with over 3900 players registered in total. Peak court occupancy is at 88.3% and off peak occupancy at 33.1% (weekdays) and 63.6% (weekends). Peak Occupancy is from 4pm to 10:30pm on weeknights and from 9am to 4pm on Saturdays. Off peak occupancy is 8am - 4pm on weekdays after 4pm on Saturdays and on Sundays.

There are a total of 631 registered stadium teams across Basketball and Netball for the 2019/20 Summer season at Cardinia Life. This is the highest number of registered teams at Cardinia Life, this figure is likely to decrease for the 2020 winter season as historically participation is not as high during winter (due to football and netball participation). To help allow for more basketball and netball at Cardinia Life Floorball has moved to the Officer Community Hub.

### **Officer Community Hub**

Officer Community Hub's three (3) court stadium is also managed by Aligned Leisure as part of the major facility contract. The Officer Community Hub is within the grounds of the Officer Secondary College and a joint use agreement between the school and Council is in place.

The PDBA and Aligned Leisure have approached Council for approval to relocate junior domestic games on Saturday mornings from Cardinia Life to the Officer Community Hub starting from the

2020 winter season. The relocation of these games will ease the need for scheduling of games at Cardinia Life in the Saturday evening.

Council are in the process of organising for the rings to be altered at OCH allowing them to be lowered to 8 feet when required (same as at Cardinia Life), this will allow PDBA and Aligned Leisure to fixture under 8's games at OCH for the winter 2020 season.

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
4PM - 6:45PM	4PM - 5PM	4PM - 8PM	4:30PM - 5:30PM	4PM - 5:30PM		
1 Court	1 Court	3 Courts	3 Courts	2 Courts		
Club Training	Club Training	Club Training	Club Training	Club Training		
2 courts are used by other sports	5PM - 8:30PM 3 Courts Club Training		5:30PM - 8:30PM 1 Court Club Training 2 courts are used for floorball competition			

**The Bunyip Auditorium**

The Bunyip Auditorium is managed by a volunteer Section 86 committee, the committee hire the court to the Warragul & District Basketball Association (WDBA) and the Bunyip Bulls Basketball Club. The WDBA use the Bunyip Auditorium and other facilities in the Baw Baw Shire Council to host their senior and junior competitions.

The Bunyip Bulls Basketball Club have thirty (30) junior and seven (7) senior teams with a total of 225 junior members. The Bunyip Bulls Basketball Club use the Bunyip Auditorium for training, during summer some teams use outdoor basketball courts at Columba Primary School in Bunyip.

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
4PM - 6PM Bunyip Bulls Training	4PM - 6PM Bunyip Bulls Training	4PM - 8:30PM Bunyip Bulls Training	4PM - 6PM Bunyip Bulls Training	4PM - 6PM Bunyip Bulls Training	Aussie Hoops	
WDBA Senior comp 3 games	WDBA Junior basketball comp 5 games		WDBA Junior basketball comp 4 games	WDBA Junior basketball comp 3 games		

### Cockatoo Indoor Sports Complex

Cockatoo Indoor Sports Complex is managed by the Sherbrook Amateur Basketball Association (SABA) who have an agreement with Council. The agreement between Council and SABA dates back to 2007 and is currently in over hold. Council pays \$26,000 + GST per annum to SABA to manage and maintain the facility, SABA administer and operate their own basketball competition.

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
3:45PM - 6:45PM Club Training	9:30AM - 10:30AM Exercise Class	4PM - 7PM Club Training	9:30AM - 10:30AM Exercise Class	9:30AM - 12PM U3A Table Tennis	7:30AM - 8:30PM Exercise Class	
7PM-8PM Exercise Class	10:45AM - 1:15PM U3A Table Tennis	7PM-8PM Exercise Class	5:30PM - 10:30PM Senior competition	6Pm-7PM Club Training	8:30AM-4:30PM Junior Competition	
	4:30PM - 7:30PM Club Training					

In addition to the abovementioned Council owned and managed facilities some schools within Cardinia have indoor courts and stadiums. Due to the high amount of usage at Cardinia Life some clubs have organised their own agreements with schools to use their courts. Attached is a table of schools that have indoor courts and stadiums, and how they are being utilised.

### Future planning

Council's draft Recreation Strategy uses a conservative Basketball Victoria ratio of 1 court per 8,000 population to determine court needs within the shire.

That ratio, in combination with forecast population figures to 2030, suggests Cardinia Shire needs 22 indoor courts by that year.

Please note that the recreation strategy is in draft form only. Council officers are currently undertaking a review of the draft strategy prior to presentation to Council.

In addition to the existing 13 courts mentioned above, planned future courts include:

- Cardinia Life x 4
- Gin Gin Bin x 4
- Bunyip Auditorium x 1

Delivery of these planned courts will see Cardinia Shire meet the requirements for indoor courts based on the above ratio. (22 courts).

Council Officers submitted a priority project advocacy sheet as part of the 2018 State Government Election and 2019 Federal Election. Council has included funding the future draft capital works program for the extension of Cardinia Life. However, the timing of planned future courts will rely on required funding being available.

Additional courts at Cardinia Life form part of the broader facility redevelopment, and are aligned with the strategic planning for and work on aquatic facilities in the growth corridor. Proceeding

with any specific element of the proposed redevelopment of Cardinia Life (e.g. indoor courts) will still require detailed planning of all aspects of the redevelopment.

Council Officers are currently working with the Crown Land Reserve Committee of Management at Bunyip Recreation Reserve to find a suitable and agreed location for an additional court as part of the existing auditorium. Restrictions on the site mean that the court is highly unlikely to fit elsewhere on the site. Officers are hoping for a resolution and progress within the next few months.

Council Officers submitted a priority project advocacy sheet as part of the 2018 State Government Election and 2019 Federal Election for the extension of the Bunyip Auditorium to provide an additional court. Council has included funding in the draft Capital Works program to progress the design and implementation of the proposed court extension at Bunyip Auditorium. However, the timing of planned future court will rely on required funding being available and the approval of the Committee of Management and DELWP as land owner.

Space limitations at the proposed Gin Gin Bin Reserve mean that it is unlikely all aspects of the masterplan will fit on the site. As such, the State Government has been approached about a joint Masterplan for Gin Gin Bin Reserve and the adjacent proposed school facility. The State Government has no plans to develop this school between now and the year 2022. Detailed planning and development of the proposed indoor courts at Gin Gin Bin Reserve is dependent upon the timing of the planning and development of the adjacent school by the State Government.

## **POLICY IMPLICATIONS**

Nil.

## **RELEVANCE TO COUNCIL PLAN**

Basketball participation in Cardinia Shire aligns with the following sections of the Council Plan:

Our People

- 1.2 Access to support services and programs for young people
- 1.4 Improved health and wellbeing for all
- 1.5 Variety of recreation and leisure opportunities

Our Community

- 2.3 Increased levels of community participation

## **CONSULTATION/COMMUNICATION**

Council Officers have consulted with a number of key stakeholders for basketball in Cardinia including

- Aligned Leisure
- PDBA
- SABA
- Bunyip Auditorium CoM (Committee of Management)
- Schools in Cardinia Shire
- Bunyip Bulls Basketball Club

## **FINANCIAL AND RESOURCE IMPLICATIONS**

A potential funding stream for future provision of indoor courts/stadiums is the Sport and Recreation Victoria Local Sports Infrastructure Fund. The Local Sports Infrastructure Fund is a

state-wide competitive Victorian Government investment program that provides a range of grant opportunities across five funding streams with a total of \$22 million available. The five streams for the 2020/21 program are:

- Aquatic Centres & Indoor Stadiums
- Strategic Facilities
- Female Friendly Facilities
- Community Facilities
- Planning

Up to \$2 Million can be applied for through the Aquatic Centres & Indoor Stadiums stream, however Council can only submit one application for funding across the Strategic Facilities and Aquatic Centres and Indoor Stadiums streams. Detailed design plans of the proposed works are required before these applications can be submitted.

SLT and Councillors have already supported a grant application for the 2020/21 Strategic Facilities stream (Comely Banks), submissions close in February 2020.

## CONCLUSION

In the short term, due to limited access to courts at Cardinia Life some clubs have already entered into agreements with schools to utilise their facilities outside of school hours. Council officers will continue to liaise with the local basketball clubs and be a conduit between them and schools with indoor basketball facilities for hire.

PDBA and Aligned Leisure to play under 8's games at Officer Community Hub from Winter 2020 will help to ease the amount of scheduled games at Cardinia Life. Fixtured games at OCH will allow the competition administrator to potentially remove the later Saturday evening fixtures.

The availability of the Bunyip Auditorium on Saturday afternoons may also allow some games to be scheduled at the venue. If this option was to be pursued an agreement between the PDBA, Aligned Leisure and the Bunyip Auditorium CoM (Committee of Management) would need to be put in place.

In the future, 9 additional courts are planned for within Cardinia Shire. Council can apply for grant funding in the coming years for the provision of more courts within Cardinia Shire through the Aquatic Centres and Indoor Stadiums stream.

Planned future courts will ensure Cardinia Shire meets requirements for the number of indoor courts within the shire, however some uncertainty exists with the timing of delivery of those future courts.

## 9 BASKETBALL IN CARDINIA SHIRE

Moved Cr B Owen Seconded Cr M Schilling

That Council note this report.

That Cardinia Shire Council acknowledges that Basketball is a popular and growing sport which urgently requires additional basketball courts.

That in the 2020/2021 Cardinia Shire Budget Council allocates funds to commence the planning of additional basketball courts at:

- Cardinia LIFE
- Gin Gin Bin Recreation Reserve
- Bunyip Auditorium

Cd.

## **10 DOG OFF-LEASH ORDER**

FILE REFERENCE INT2011509

RESPONSIBLE GENERAL MANAGER Tracey Parker

AUTHOR Owen Hardidge

### **RECOMMENDATION**

That the Council resolve as follows:

1. In accordance with the power conferred by Section 26 (2)(a) of the Domestic Animals Act 1994:  
Cardinia Shire Council orders that the presence of dogs is prohibited in any public place of the municipal district (other than a public place that is on private land) unless:
  - a. the dog is under control by a leash, chain or cord connecting the dog to a person, or
  - b. the dog is in a public place that is identified by prominent signs as a designated "off leash area".
  
2. Designated "off leash areas" include the areas identified by prominent signs at the following locations:
  - Toomuc Creek Linear Reserve, Pakenham
  - Alma Treloar Reserve, Cockatoo
  - Don Jackson Reserve, Pakenham
  - Cochrane Park, Koo Wee Rup
  - Pepi's Land, Emerald
  - Cockatoo Road Reserve, Pakenham
  - Garfield Recreation Reserve, Garfield
  - Tantallon Bvd Detention Basin Reserve, Beaconsfield
  - Bob Burgess Reserve, Beaconsfield
  - Vantage Drive Reserve, Pakenham
  - Simon Drive Reserve, Pakenham
  - Ray Canobie Reserve, Pakenham
  - Onyx Reserve, Officer
  
3. In Order 1 "public place" has the same meaning as in Section 3 of the Summary Offences Act.

### **Attachments**

*Nil.*

### **EXECUTIVE SUMMARY**

At the Council Meeting of 18th November 2019, Council resolved to approve the creation of Off Leash Parks at 14 locations in the municipality, and to advertise the areas accordingly.

The resolution of the 18th November 2019 identified the proposed off-leash parks. However, the form of order above is necessary to give legal effect to the decision in respect of off leash parks, and to re-enact the requirement that dogs must otherwise be adequately controlled elsewhere in the municipality.

## **BACKGROUND**

Section 26 of the Domestic Animals Act empowers Councils to prohibit the presence of domestic animals in public places, and to impose conditions on the presence of dogs and cats in public places.

The Council has previously made orders under this section to require dogs to be "on leash" when in public, except as signed in designated off leash areas.

With the re-consideration of multiple "off-leash" parks, it is appropriate for the Council to re-make the order requiring dogs to be on leash, except in accordance with the "off leash" parks that are proposed in the locations.

One location "Harris Reserve, Upper Beaconsfield" is not referred to in this order, as subsequent community feedback has resulted in a re-consideration of this site. The wording of this order is sufficiently broad to accommodate future review of sites, from time to time.

## **POLICY IMPLICATIONS**

This resolution gives legal effect to previously-adopted policies.

## **RELEVANCE TO COUNCIL PLAN**

The formalisation of Cardinia Shire Council's dog off leash areas supports a number of the directions of the Council plan. Namely:

- 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.
- 3.1.3 Provide accessible facilities to meet identified community needs.

## **CONSULTATION/COMMUNICATION**

Community consultation was undertaken prior to the Council decision at the 18th November 2019 meeting.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

This resolution has no financial or resource implications.

The financial and resource implications of dog off leash parks generally have been considered separately (at the 18 November 2020 Council meeting).

## **CONCLUSION**

The recommended resolution re-enacts the orders that require dogs to be "on leash", and allows for the appropriate advertising and signed "off leash" areas, consistent with the prior decision of the Council.



## 10 DOG OFF-LEASH ORDER

Moved Cr C Ross Seconded Cr M Schilling

That the Council resolve as follows:

1. In accordance with the power conferred by Section 26 (2)(a) of the Domestic Animals Act 1994:  
Cardinia Shire Council orders that the presence of dogs is prohibited in any public place of the municipal district (other than a public place that is on private land) unless:
  - a. the dog is under control by a leash, chain or cord connecting the dog to a person, or
  - b. the dog is in a public place that is identified by prominent signs as a designated "off leash area".
  
2. Designated "off leash areas" include the areas identified by prominent signs at the following locations:
  - Toomuc Creek Linear Reserve, Pakenham
  - Alma Treloar Reserve, Cockatoo
  - Don Jackson Reserve, Pakenham
  - Cochrane Park, Koo Wee Rup
  - Pepi's Land, Emerald
  - Cockatoo Road Reserve, Pakenham
  - Garfield Recreation Reserve, Garfield
  - Tantallon Bvd Detention Basin Reserve, Beaconsfield
  - Bob Burgess Reserve, Beaconsfield
  - Vantage Drive Reserve, Pakenham
  - Simon Drive Reserve, Pakenham
  - Ray Canobie Reserve, Pakenham
  - Onyx Reserve, Officer
  
3. In Order 1 "public place" has the same meaning as in Section 3 of the Summary Offences Act.

Cd.

## **11 EMERALD LAKE PRECINCT STRATEGIC PLAN 2020-2030**

FILE REFERENCE INT2010788

RESPONSIBLE GENERAL MANAGER Tracey Parker

AUTHOR Samantha Cross

### **RECOMMENDATION**

That Council endorse the final version of the Emerald Lake Precinct Strategic Plan 2020-2030.

### **Attachments**

1	Emerald Lake Precinct Strategic Plan 2020-2030	19 Pages
2	Summary of Consultation Phase Two - Draft Emerald Lake Precinct Strategic Plan 2020-2025	8 Pages

### **EXECUTIVE SUMMARY**

In September 2019, SLT and Councillors were presented the Draft Emerald Lake Precinct Strategic Plan 2020-25 and gave the approval to proceed with a second phase community engagement process to finalise the Emerald Lake Precinct Strategic Plan.

Phase two consultation took place over a seven week timeframe from the 24th September until the 11th November. The feedback that was received were generally based around the issues and opportunities in the precinct. 146 individual pieces of feedback were received. This feedback has led to 14 recommended amendments to the draft Strategic Plan. An in-depth assessment of the community feedback received on the draft Plan can be found in attached document: Summary of Consultation Phase Two draft Emerald Lake Precinct Strategic Plan 2020-2025.

The proposed final version of the Emerald Lake Precinct Strategic Plan 2020-30 was presented to SLT and Council Briefing in late November and early December 2019 and approved for the Plan to be finalised, ready for endorsement.

### **BACKGROUND**

The 2013 – 2018 Emerald Lake Park Strategic Plan, which built on the 2006-2009 plan, linked opportunities associated with the Cardinia Shire Tourism Strategy. It also provided a five-year capital development plan and focused on partnerships with Puffing Billy Railway. Upon review of this plan, Council officers reported to SLT in June 2018 that the majority of actions had been completed.

This and previous documents have created solid foundations from which the future of the Emerald Lake and Nobelius Heritage parks can be built.

In 2017, Council made the decision to connect Emerald Lake and Nobelius Heritage parks under the banner of the Emerald Lake Precinct (ELP). This has brought with it re-establishment of caretaking, maintenance and activations across Council departments, along with changes in

processes and policies for the operation and management of the spaces. This decision also created a new Emerald Lake Precinct Place Maker role, which sits within the Passive Reserves team.

These changes have affected the approach of the Emerald Lake Precinct (ELP) Strategic Plan review to ensure that the new Plan has the following attributes:

- Incorporates both Emerald Lake and Nobelius Heritage Parks as a precinct, yet respects each park's individuality
- Incorporates key Place making principles to ensure success and buy in of all visitors and stakeholders
- Identifies key goals and objectives to be met, yet allows space and flexibility to allow the ability to take up unforeseen opportunities.
- Aligns with the Council Plan 2017 – 2021 and other key Council documents.

A large scale and in depth community engagement process was undertaken in 2018 and the feedback received was used to prepare the draft ELP Strategic Plan 2020-25. This process sought significant contribution from community members (of a diverse range of ages), key business operators, Friends and community groups, and Council staff.

The feedback was assessed against leading practice and policy frameworks from the international Place making sector, and aligned with the current Council and Liveability Plans. It also helped to establish five goals to drive the draft ELP Strategic Plan. The goals were initially presented to SLT and Council in November 2018.

Following SLT and Councillor support of the goals, the draft ELP Strategic Plan 2020-25 was developed. The purpose of the document is to guide the future management and strategic direction of the Precinct. Precinct goals, objectives and priority actions were developed as part of the Strategic Plan that will drive further development of capital works plans and strategies for the precinct.

In September 2019, SLT and Councillors were presented the Draft Emerald Lake Precinct Strategic Plan 2020-25 and gave the approval to proceed with a second phase community engagement process to finalise the Emerald Lake Precinct Strategic Plan, which is explored in detail in the attached document: Summary of Consultation Phase Two draft Emerald Lake Precinct Strategic Plan 2020-2025.

The proposed final version of the Emerald Lake Precinct Strategic Plan 2020-30 was presented to SLT and Council Briefing in late November and early December 2019 and approved for the Plan to be finalised, ready for endorsement.

## **POLICY IMPLICATIONS**

The Emerald Lake Precinct Strategic Plan 2020-2030 will replace the Emerald Lake Park Strategic Plan 2013-2018.

The goals guiding the draft ELP Strategic Plan align with the following Liveability Plan Goals:

- Active Travel
- Education
- Employment
- Food

- Health and social services
- Open spaces and places.

## RELEVANCE TO COUNCIL PLAN

The goals guiding the draft ELP Strategic Plan align with the following Council Plan strategic objectives:

- **Our People:** We support a variety of needs and lifestyles through programs and activities that promote and develop the wellbeing of Cardinia Shire's people
- **Our Community:** We will foster a strong sense of connection between Cardinia Shire's diverse communities
- **Our Environment:** We will continue to plan and manage the natural and built environment for present and future generations
- **Our economy:** We will create and support local employment and business opportunities for our community and the wider region
- **Our governance:** We will consult with the community, as appropriate, in an open and accountable way to help in determining the key direction of Council.

## CONSULTATION/COMMUNICATION

Phase two consultation for the draft ELP Strategic Plan 2020-25 took place over a seven week timeframe from the 24th September until the 11th November. A brief outline of what was undertaken is outlined in the table below. Further details regarding the consultation process and feedback received can be found in attached document: Summary of Consultation Phase Two draft Emerald Lake Precinct Strategic Plan 2020-2025.

<u>Methodology</u>	<u>Description</u>	<u>Attendance / Number/ spread</u>
Contact initial engagement participants	Council officers received emails from community members outlining general feedback Council officers meet with the Emerald Museum committee members Email primary schools in the Ranges ward	3 responses 6 attendees 4 schools
Focus Group workshops	Emerald Lake Precinct Advisory Committee - 24/9/2019 Internal Council staff - 29/9/2019	11 attendees 12 attendees
Public Exhibition of Strategic Plan	Hard copies of the Draft Strategic Plan provided to the Emerald Museum, Council Offices Civic Centre, Officer, Emerald Library, and Council's website	N/A
Online	An online survey to receive community feedback	15 responses

Survey	An online survey for internal Council stakeholders	7 responses
Have Your Say page	Information provided about the draft Strategic Plan and engagement process to date	
Social media posts	One social media post directly promoting ELP Strategic Plan One general post promoting the Strategic Plan and other have your say posts (results excluded as results were not specific to ELP Strategic Plan)	1,299 reach 10 engagements 1 negative
Advert in the Ranges Trader newspaper	<a href="https://rangestrader.mailcommunity.com.au/news/2019-10-15/have-your-say-on-emerald-lake-precinct-strategic-plan/">https://rangestrader.mailcommunity.com.au/news/2019-10-15/have-your-say-on-emerald-lake-precinct-strategic-plan/</a>	N/A
Feedback	Collated individual responses received across all feedback forums	146 responses

## FINANCIAL AND RESOURCE IMPLICATIONS

Financial resource implications for capital works and large scale infrastructure upgrades will be understood as part of the Masterplan development.

Ongoing funding with future potential increases will be required and applied for through Council's budget process. However, the following outline works that will require funding in the near future:

- Ongoing minor capital works - minor infrastructure improvements; furniture, minor building improvements, landscape; reactive works.
- Events and activations - movie night, summer music series, and Easter egg hunt etc.
- Increased service levels that meet expectations of regional open space. What this looks like is yet to be determined, and will be undertaken as part of the ELP Place Maker role in liaison with Parks Services in Operations.
- Engagement of consultants for specialised research and documentation (Masterplan, Conservation Management Plan, Aboriginal Cultural Heritage Report, Arborist Assessment, Promotions and Marketing Plan).

## CONCLUSION

Council embarked on a large scale, unique and in-depth community engagement journey to develop the draft Emerald Lake Precinct Strategic Plan 2020-25. The feedback received was used to develop the draft Plan. Between September and November 2019, the draft Strategic Plan was presented to the community once again to see if what we developed, reflected what they said. This round of consultation took place over a seven week timeframe and incorporated seven methods of seeking feedback.

A total of 146 individual pieces of feedback were received as a result of the consultation on the draft Plan. The feedback highlighted that people were focused on the practical aspects in the

Precinct as opposed to the strategic direction, suggesting high interest in the development of the Masterplan and the Promotions and Marketing Plan.

All feedback received was considered and in response, 14 recommended amendments were made to the draft Plan. The recommended amendments were presented to SLT and Council in November and December 2019 and accepted, providing approval for the Plan to be finalised for endorsement.

The next steps are:

- To graphically design the Strategic Plan into a more community friendly document.
- Continue to progress the development of a Masterplan.

It is recommended that the final version of the Emerald Lake Precinct Strategic Plan 2020-2030 to be endorsed by Council.

**11 EMERALD LAKE PRECINCT STRATEGIC PLAN 2020-2030**

Moved Cr M Schilling Seconded Cr G Moore

That Council endorse the final version of the Emerald Lake Precinct Strategic Plan 2020-2030.

Cd.

## **12 GIS AND MAPPING SERVICES CONTRACT**

FILE REFERENCE INT2010278

RESPONSIBLE GENERAL MANAGER Jenny Scicluna

AUTHOR Cory Bixler

### **RECOMMENDATION**

That Cardinia Shire Council enters into a three year contract with ESRI Australia for continued access and support of GIS and mapping products and services for the cost of \$257,880 over three years.

### **Attachments**

*Nil.*

### **EXECUTIVE SUMMARY**

Cardinia Shire Council currently contracts ESRI Australia for our corporate GIS and mapping services and software. This contract is due for renewal in February 2020. ESRI and Cardinia Geographic Information Services (GIS) have leveraged the Victorian Department of Premier and Cabinet eServices Register contract 503444 to provide Cardinia with a new contract proposal.

This three year contract proposal incorporates all of our current system support and software and also includes several new services and licenses (Smarter Works and a GIS Viewer), ten days of professional services per year and additional ArcGIS Online user accounts which will benefit the wider organisation.

Cardinia's GIS team recommends that we agree to the ESRI contract proposal for the next three years starting February 2020. The cost of the contract is \$257, 880 for a three year term.

### **BACKGROUND**

ESRI Australia currently supplies GIS services to the majority (70%) of larger Councils in Victoria and provides services to over 2.9 million Victorians.

Cardinia Shire Council currently contracts ESRI Australia for our corporate GIS and mapping services and software. This contract provides all the system support and data for CardiMap, Community Compass, Asset spatial data management and our field data capturing services.

This contract is due for renewal in February 2020 and ESRI, through the Victorian Department of Premier and Cabinet eServices Register contract 503444, have supplied Cardinia with a new contract proposal which includes the following services:

- All of our current system support and software utilised for our day to day business processes.
- New Additional Service: Access to Smarter Works, a system which allows government and utility companies to view major capital works projects to enable collaboration and avoid disruptive overlap of works.
- New Additional Service: Ten days of professional services per year.



- New Additional Service: Access to a new mapping viewer developed specifically for local government use which would replace our current viewer

This new contract is a three-year agreement that will grant access to the services noted above. This new contract is an enhanced outcome for Cardinia based on the services currently provided and results in the following beneficial outcomes:

- Lower cost per unit for licensed software
- Unlimited access to technical support for key personnel
- ESRI Inc.'s International User Conference Entry
- Enhanced flexibility to deploy software products when and where needed
- Additional software and functionality on top of our existing services including:
  - One ArcGIS Developer Subscription - Professional
  - Two ESRI CityEngine Advanced Single Use Licences
  - One ArcGIS Online Subscription with 100 Viewer and Creator named users and 17,500 credits
  - 100 Creator ArcGIS Enterprise named Users (previously 50)
  - 3 Insights for ArcGIS Enterprise and ArcGIS Online
  - One subscription to the Local Government Viewer and Gallery

These additional licenses will be able to be leveraged by both the Cardinia GIS Team and the broader organisation to provide enhanced customer service outcomes to our community.

## **POLICY IMPLICATIONS**

Nil.

## **RELEVANCE TO COUNCIL PLAN**

Nil.

## **CONSULTATION/COMMUNICATION**

Cardinia's GIS team has been conducting relevant consultation with internal GIS User Group and external vendors.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

The cost of this contract is \$257,880 over three years.

There are no financial implications beyond ongoing budgeted operational and maintenance costs and expected internal resource costs.

The new contract is a 3% pa increase on the existing contract (\$235,200), however, as noted in the report, the services supplied as part of the contract are far superior to the existing contract.

**CONCLUSION**

The Cardinia GIS team recommends that Cardinia Shire Council enters into the contract ESRI proposes for the next three years starting February 2020.

## **12 GIS AND MAPPING SERVICES CONTRACT**

Moved Cr M Schilling Seconded Cr G Moore

That Cardinia Shire Council enters into a three year contract with ESRI Australia for continued access and support of GIS and mapping products and services for the cost of \$257,880 over three years.

Cd.

## **13 DESKTOP FLEET REFRESH**

FILE REFERENCE INT2010622

RESPONSIBLE GENERAL MANAGER Jenny Scicluna

AUTHOR David Jackson

### **RECOMMENDATION**

That Council approves entering into a lease with HP Financial Services for 410 Hewlett Packard devices to replace current devices which are at the end of lease. The total cost to council is \$230,000 per annum over 3 years.

### **Attachments**

*Nil.*

### **EXECUTIVE SUMMARY**

Cardinia's desktop fleet is nearing the end of the current lease contract and the end of vendor warranty support. The devices use the Windows 10 Version 1803 operating system which expires in November 2020. This Version needs to be upgraded to remain current.

The recommendation is to refresh the current devices with Hewlett Packard devices in April 2020 to bring our desktop hardware back under warranty support. This will also allow us to move to the next version of Windows to maintain operating system support, and to implement the Microsoft M365 Office productivity suite. M365 will introduce related business efficiencies and maintain Cardinia's IT security, capability and currency. A competitive process has been undertaken as part of the State Government Procurement Panel and is recognised as a State Purchase Contract (SPC).

### **BACKGROUND**

Cardinia's desktop computing fleet is nearing the end of the lease contract and the end of vendor warranty support. We are now starting to experience hardware and software issues with the age of the devices. Failure rates are starting to increase and equipment wear is starting to become a problem.

Furthermore the current devices have recently been upgraded to use the Windows 10 Version 1803 operating system. Mainstream support for this version ends in November 2020 and will need to be replaced.

Accordingly Cardinia IT has spent the later part of 2019 preparing for the refresh of the EliteBook fleet as per our standard refresh cycle. This refresh will allow us to upgrade our EliteBook fleet, reduce the issues and impacts we are starting to experience, move to future proofed and secure operating system (Windows 10 Version 1909), implement the latest version of the Office Suite and introduce related business efficiencies including those associated with Microsoft SharePoint and Microsoft Teams.

As part of the preparation Cardinia IT reviewed potential devices via the State Government Procurement Panel and ran a competitive purchase process by requesting three vendors from the Panel respond to our requirements.

Based on function and cost, Cardinia IT recommends that we lease the HP Elitebook X360 1040 G6 device to replace our current Elitebook fleet at the cost of \$230K pa over 3 years.

The current timeframe is to roll out the new devices over approximately a four week period in April and enter into a 3 year lease contract at that time.

#### **POLICY IMPLICATIONS**

Nil.

#### **RELEVANCE TO COUNCIL PLAN**

Nil.

#### **CONSULTATION/COMMUNICATION**

Cardinia IT has been conducting relevant consultation with internal staff and external vendors to progress the upgrade process.

There are no requirements for public communication or consultation.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

There are no financial implications beyond ongoing budgeted operational lease costs and expected internal resource costs. The new annual lease cost will be \$230K per annum.

#### **CONCLUSION**

Cardinia IT recommends that we upgrade our degraded EliteBook fleet as per our standard desktop computing refresh cycle. As part of the refresh, we will upgrade to the latest Windows 10 and Office versions to introduce related business efficiencies and maintain Cardinia's IT security, capability and currency.

### **13 DESKTOP FLEET REFRESH**

Moved Cr M Schilling Seconded Cr G Moore

That Council approves entering into a lease with HP Financial Services for 410 Hewlett Packard devices to replace current devices which are at the end of lease. The total cost to council is \$230,000 per annum over 3 years.

Cd.

## **14 ENVIRONMENT QUARTERLY REPORT**

FILE REFERENCE INT207819

RESPONSIBLE GENERAL MANAGER Peter Benazic

AUTHOR Desiree Lovell; Jacqui Kelly

### **RECOMMENDATION**

That this report be noted.

### **Attachments**

*Nil.*

### **EXECUTIVE SUMMARY**

This report provides a summary of some key projects, services and actions delivering environmental benefits across the work of Council. Projects have been categorised according to the *Sustainable Environment Policy (SEP) 2018–28* themes of:

- Biodiversity
- Climate change
- Water
- Waste and resource recovery

The SEP is the roadmap for the future direction of Council's environmental and sustainability strategies, plans and activities.

A similar report will be presented each quarter highlighting new programs or projects that have achieved significant milestones.

### **BACKGROUND**

There are a broad range of projects, services and actions delivering environmental benefits throughout the organisation. While many of these occur within or are led by the Assets and Services Division, the vast majority of the organisation is involved in environmental sustainability to some degree. Below is a highlight of some of the key projects currently being undertaken.

All actions fall within the Council Plan 2019–20 under the key performance area of Environment 'we will continue to plan and manage the natural and built environment for present and future generations'.

#### ***Biodiversity***

Council Plan action – Protect and improve biodiversity by increasing the area of natural ecosystems across the Shire.

Council Plan action – Preserve and improve our bushland and natural environment by implementing weed management strategy and programs and continuing activities on high conservation bushland reserves and roadsides..

### Helmeted honey eater investigation

Description	In March 2019, Council engaged Ecology Australia to assess and report on the suitability of habitat at four sites along the Cardinia Creek corridor to support the release of captive bred Helmeted Honeyeater. The potential release sites (Beaconsfield Flora and Fauna Reserve, Guys Hill Reserve, Cardinia Creek Parklands and Brennan Reserve) were initially assessed against seven criteria which related to current habitat quality, land tenure and planning zones, landscape context and security, and potential constraints to Helmeted Honeyeater management.
Funding	This project is jointly funded by Zoos Victoria and the Department of Environment, Land, Water and Planning (DELWP).
Update	A draft report was submitted early October 2019 to the Helmeted Honeyeater Recovery Team for review and comment. The findings of the report revealed that all but one site (Guys Hill reserve) had potentially significant flaws relating to one or more of the seven criteria. Based on this, Guys Hill Reserve has been deemed the preferred future release site. The report is expected to be finalised early 2020, with management recommendations for Guys Hill Reserve and a timeline for potential release of the birds.

### Community COLE grant – Cardinia Hills Ragwort Action project

Description	<p>This project is focused in the areas of Cockatoo, Gembrook, Mt Burnett and surrounds and will run from December 2019 to April 2020.</p> <p>It will focus on supporting landowners in the Cardinia Shire hills area to control weeds through:</p> <ul style="list-style-type: none"> <li>• providing workshops</li> <li>• assisting the formation of neighbourhood weed action groups, and</li> <li>• providing information and financial support for weed treatment.</li> </ul> <p>The project will also aim to re-establish a Landcare Group, which will play a role in providing ongoing land management support after the completion of the project.</p>
Funding	This project is fully funded by the Victorian Government (\$31,000)
Update	A facilitator was recruited in November 2019 and has commenced the community engagement activities for this project, including an introductory letter to targeted landowners, with additional educational material on Ragwort and Blackberry control.

### Community COLE grant – strategic planning and training for bushland reserve Friends groups

Description	Community members actively participating in the environment is part of DELWP's 2037 strategic plan. Council has received funding from DELWP to support our environmental community groups with actions such as long term strategic planning, recruitment planning and education in
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	citizen science projects.
Funding	This project is fully funded by the Victorian Government (\$31,000)
Update	A project brief has been prepared and a facilitator is currently being engaged to deliver workshops to each of the nine bushland friends group. A project brief to deliver educational workshops in the use of citizen science programs via computer and smart phones is also being prepared.

### **School spectacular at Deep Creek Reserve**

Description	Ecolinc, together with the Cardinia Environment Coalition and Council, launched the environmental schools excursions at Deep Creek Reserve with a schools spectacular event on the 22 November 2019.
Funding	This event was fully funded by Ecolinc.
Update	<p>Ecolinc is one of the Victorian Government's six science and math specialist centres that specialise in environmental science. They provide STEM based environmental excursions to school children. Ecolinc excursions and a bus trip are free to all Government schools identified as rural and metro-disadvantaged.</p> <p>On Friday 22 November, approximately 80 students from 11 local primary schools visited the reserve to take part in the very first Ecolinc school demonstration day. Grades 4 and 5 students participated in 5 workshops:</p> <ul style="list-style-type: none"> <li>• Macro Bugs in the Lab Room</li> <li>• Plant propagation in the Nursery</li> <li>• Animals up close in the Function Space</li> <li>• Worm Farms and Food Waste in the Compost Corner</li> <li>• Water Quality in the Wetland</li> </ul> <p>In the first week of December 2019, students from Lang Lang, Bayles and Pakenham Springs Primary Schools attended the first official workshop 'Fascinating frogs'. It is a super popular program and the number one booked out program for next year. Schools are now able to book in for the 2020 programs.</p>

### **Emerald Star Bush Community Partnership Project**

Description	The Emerald Star Bush Community Partnership Project aims to conserve the Emerald Star Bush through on ground environmental works and public awareness raising programs.
Funding	Council is one of the partners of this project
Update	Following on from the community tree planting at Emerald Quarry Reserve in May 2019 to help protect the Emerald Star Bush, the community partnership project held a market stall in Emerald to raise awareness of the Star Bush. Site visits with a Council staff and

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	community members to 20 private properties in the Aura Vale Road region revealed one new population of Star Bush which has been mapped.
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### **CLIMATE CHANGE**

Council Plan action - Adapt to the impacts of climate change by working in partnership with the South East Councils Climate Change Alliance (SECCCA) and both Victorian and Australian Governments

Council Plan action – Reduce Council's energy consumption and help the community to do likewise.

#### **New solar at Hollins Children's Centre**

Description	Installation of 40kW rooftop solar energy system at Hollins Children Centre
Funding	This project is fully funded by Council
Update	<p>A solar installer has been engaged to mount a 40kW rooftop solar energy system at Hollins Children Centre. The system will comprise of 128 solar electricity panels and support savings of approximately \$8,000 in energy costs per annum. This provides a payback period on investment of approximately six years. The system will also reduce greenhouse gas emissions by 53 tonnes of CO<sub>2</sub>e per annum, the same annual emissions as 13 average cars.</p> <p>This solar energy installation is part of Council's work to improve the efficiency and reduce the environmental impacts of its facilities, to achieve zero net emissions by 2024 as outlined in the Aspirational Energy Transition Plan.</p>

#### **SECCCA climate energy workshop**

Description	SECCCA Climate Emergency workshop hosted at the Civic Centre
Funding	The workshop was hosted by South East Council Climate Change Alliance (SECCCA)
Update	In partnership with Council, SECCCA hosted a climate emergency roundtable workshop at the Civic Centre in Officer. The purpose of the workshop was to provide SECCCA member Councils further information on the climate emergency as well as to share and compare experiences from those Councils that have declared. As a founding member of SECCCA, Cardinia Shire Council is well placed to strengthen its position upon declaring of a climate emergency in September and benefit from the regional adaptation and mitigation projects SECCCA delivers in the climate change space.

**HERITAGE****Heritage information on Council's website**

Description	New and updated history and heritage information on Council's website
Funding	This project was fully funded by Council
Update	Council has recently updated its website to include more information about our local history and heritage. The website provides a range of excellent resources to help learn more about local history and heritage sites in Cardinia Shire. It includes a summary of the key periods in Cardinia Shire history, links to the Casey Cardinia Libraries local history section with access to historic rate and minute books, newspapers and family history. A link to the Victorian Heritage Database includes all properties in Cardinia Shire that are subject to heritage overlay, with their citations from our heritage studies. There are also links to local historical societies and museums and Council's annual heritage grant program.

**WATER**

Council Plan action – Manage water in an integrated way, including the reduction of potable water consumption by Council and households.

Council plan action - Promote water catchment management practices that improve the quality of our waterways

**Successful Living Rivers Grant Applications**

Description	<p>Council’s three grant applications for Melbourne Water’s Living Rivers funding were all successful.</p> <ul style="list-style-type: none"> <li>• extension of the current Water Sensitive Urban Design (WSUD) officer role (0.6EFT) for an additional 3 years (June 2020-23)</li> <li>• construction management training session for WSUD to be held for the development and engineering groups (early 2020)</li> <li>• WSUD Asset Management Plan to understand lifecycle costs and required operational budgets for this growing asset class (early 2020)</li> </ul>
Funding	These projects are jointly funded by Council and Melbourne Water’s Living Rivers fund
Update	Funding agreements are being finalised with projects to commence in early 2020

**Waste and resource recovery**

Council Plan action – promote practices that result in the reduction per household of the amount of waste going to landfill, particularly food waste.

**Results of green waste drop off events**

Description	Two free green waste drop-off events, held in Pakenham and Lysterfield, for four days each, where residents can dispose of green waste from their properties.
Funding	This initiative is fully funded by Council’s garbage charge.
Update	At the free green waste drop events, 93.54 tonnes of green waste was collected, which will be processed into soil improver. Many positive comments were received about these events including “great event for keeping our properties safe before fire season”, “excellent initiative, good fuel reduction strategy” and “great event pre-summer”.

**Community waste education workshops**

Description	Since July 2019, Council has taught three community workshops, a staff lunch and learn, two school engagement days with schools from across the shire and hosted a pop-up stall at Deep Creek Reserve opening. This is in addition to the school and kinder education program ran by our contractor, EnviroCom.
Funding	This initiative is fully funded by Council’s garbage charge
Update	Approximately 220 adults and children have been directly engaged in waste education workshops over the last six months. The workshops

	<p>have received fantastic feedback with requests for more workshops in the future.</p> <p>The workshops have enabled us to raise awareness about our new recycling processor, including no soft plastics in the recycling bin, waste rebates and future initiatives including food in the green waste bin (coming October 2020)</p>
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## **14 ENVIRONMENT QUARTERLY REPORT**

Moved Cr M Schilling Seconded Cr G Moore

That this report be noted.

Cd.

## **15 QUARTERLY PERFORMANCE REPORT**

FILE REFERENCE INT2010628

RESPONSIBLE GENERAL MANAGER Jenny Scicluna

AUTHOR Jo Battin

### **RECOMMENDATION**

The Quarterly Performance Report for Quarter 2 2019-20 be received and noted.

### **Attachments**

1 Quarter 2 Performance Report 64 Pages

### **EXECUTIVE SUMMARY**

Council has committed to undertake work on 160 Council Plan actions during the 2019-20 financial year. A high number of actions that are currently in progress are on-track to be completed by their due date.

The growth in both the Officer Precinct and the Cardinia Road Precinct was lower than DCP projections. Despite this, population growth within the Shire has remained stable, at six families moving to the area, per day, for the quarter, and six families moving to the area, per day, for the year.

### **BACKGROUND**

The Quarterly Performance Report provides a variety of information informing Council and the community on key items. These include changes in legislation affecting Council, progress on major capital projects, progress updates on delivering the council plan and statistical information relating to growth and service delivery.

### **Council Plan Performance**

There are 160 Council Plan actions to implement during the 2019-20 financial year. 21 Council Plan actions are completed and 130 actions are on-track. There are 9 actions that are currently not on-track for delivery by their due dates. *Attachment 1* reports detailed Council Plan Action progress.

Please refer to *Table 1* for Council Plan action performance statistics and *Table 2* for a summary of off-track Council Plan actions.

**Table 1. Table 1. Council Plan Actions - Performance statistics**

	Completed	On Track	Off Track	Total
1. Our People	5	48	4	57
2. Our Community	6	13	2	21
3. Our Environment	3	37	3	43
4. Our Economy	3	22		25
5. Our Governance	4	10		14
<b>Total</b>	<b>21</b>	<b>130</b>	<b>9</b>	<b>160</b>



**Table 2. Council Plan Actions - Off Track**

	<u>Action</u>	<u>Executive Comment</u>
1.	1.1.1.13 CP - Progress the construction and fit-out of the Integrated Children's Centre at Timbertop.	<p>This project continues to be delayed due to the developer not transferring land to Council. The estimated new end date for this action is December 2021.</p> <p>20/12 - Continuing to work towards resolving the land transfer issue. Design documentation is progressing to ensure that once the land transfer is achieved, project is able to be progressed with the target to open the centre in January 2021.</p> <p>25/10/2019 - There is a planned VCAT hearing March 2020 re: land transfer from developer.</p> <p>26/09 - Construction pending land acquisition.</p>
2.	1.5.1.6 CP - Construct redevelopment of Cora Lyn Reserve Pavilion	<p>Awaiting Ministerial approval for reduced project scope and loan amount. Delays have been caused by change of scope and loan amount by Council, then providing requested information to State Government, back and forth.</p> <p>We keep sending follow up emails to the State Government but cannot do anything else until we get the Ministerial decision. The estimated new end date is March 2022. This new date includes consideration for the Councillor election period.</p> <p>20/12 - No further progress on this project at this stage. This project is awaiting finalisation of design documentation before being able to proceed to construction start. Concept plans have been prepared as part of a government low interest funding application and are awaiting approval.</p> <p>26/09 - Awaiting confirmation from club representatives on the Concept plan.</p>
3.	1.5.1.11 CP - Progress the construction and fit-out of the KWR Football/Cricket Pavilion.	<p>The next stage of design is currently being completed and presentation to stakeholders organised for 3/2/20. There will then be a period for formal stakeholder comment before progressing to detailed design and contract documentation stage.</p> <p>Delays have been caused by a complete change of scope for this project, from a retrofit of an existing building to construction of a completely new building. The project needs to follow the design and engagement process, then tendering process. The</p>

		<p>estimated new end date will remain as June 2021.</p> <p>20/12 - Project is progressing well with relevant sign-offs achieved and now continuing to prepare design documentation.</p>
4.	1.5.1.12 CP - Progress the construction of the Cora Lynn Reserve Pavilion.	Duplicate action - Refer to action 1.5.1.6

	<u>Action</u>	<u>Executive Comment</u>
5.	3.1.2.1 CP - Progressively implement the recommended actions from the adopted Shade Structures strategy.	<p>Contractors have now been appointed. Shade sails being installed Feb/March 2020. There is no delay to the completion date for this action.</p> <p>20/12 - First year priorities implemented as of December 2019, with required maintenance plan for same now being quoted.</p> <p>26/09 - First year priorities are being progressed with quotes being obtained.</p>
6.	3.1.3.1 CP - Upgrade of the Gembrook Reserve Sports Pavilion.	<p>Site establishment is commencing. On site works are expected to commence in the next 4 weeks.</p> <p>The delays with this project were caused by issues with the documentation supplied by the consultant appointed by the user groups. This project is now in construction period. The estimated new end date is March 2021.</p> <p>20/12 - Contractor to start site works has been engaged and will begin works on site early 2020.</p>
7.	3.2.1.5 CP - Lang Lang Bypass - Finalise contractual funding arrangements with sand extraction operators ready to commence operations.	Funding arrangements with surrounding quarries have been ongoing for a number of years and are driving the delivery of the road. Negotiations with quarries continues to occur. A report is being prepared for SLT to consider options to progress this project.
8.	2.1.3.4 CP - Create and implement an overarching Arts Grants Program including support for professional arts residencies (working with the community); community artists, organisations and festivals; and new creative industry initiatives.	<p>Further direction regarding the implementation of this program was sought and was provided by the General Manager on 17 January. It is proposed to develop a grants program to support arts within the Shire. The delays with the implementation of this program were caused by high workload of staff connection with CCC redevelopment and relaunch. There is no delay to the completion date for this action.</p> <p>20/12 - Initial discussion has commenced regarding</p>

		this new program.
9.	2.2.1.2 CP - Commence development of the first Community Vision for Cardinia Shire in accordance with Local Government Act	Council Plan engagement process is currently scoping the feasibility. The delivery of a Community Vision is dependent on the passing through Parliament of the new Local Government Bill and Act. Council will await the Bill being enacted for further advice.

### **Growth Summary**

Residential land development in the Shire had varied results this quarter. There were 476 residential subdivision lot applications this quarter, 96% higher than the previous quarter. Despite the rise in lot applications this quarter, annual figures are 26% lower compared to the same time last year. There were 252 residential lots issued a statement of compliance this quarter. Results are 12% lower than the previous quarter and 52% lower than the same time last year.

The growth in both the Officer Precinct and the Cardinia Road Precinct to date is lower than DCP projections. The total number of titled lots, in the Cardinia Road Precinct, by December 2019 (8,550) is below the total number of lots that were projected to be titled by 2020 (9,212). Similarly, the total number of titled lots, in the Officer Precinct, by December 2019 (3,308) is now well below the total number of lots that were projected to be titled by 2020 (8,373).

Residential building completions are trending downwards, with 333 residential building completions processed this quarter. While results are 29% lower than last quarter, annual figures are 13% lower than the same time in the 2017-18 financial year.

The family growth rate in the Shire remained at six families per calendar day for the quarter. The annual figure also remains stable at six families per calendar day. There were 304 births in the Shire this quarter, 29% lower than last quarter and 17% lower than last year. Enrolments to Maternal and Child Health are 32% lower than last quarter and 18% lower than last year.

### **POLICY IMPLICATIONS**

Nil.

### **RELEVANCE TO COUNCIL PLAN**

A major component of the Quarterly Performance Report details progress in achieving the actions adopted to deliver the Council Plan. The Quarterly Performance Report is part of Council's efforts to embrace and demonstrate effective governance and transparency.

### **CONSULTATION/COMMUNICATION**

Relevant managers and officers, from almost all divisions across the organisation, provide updates and comments that feed into the Quarterly Performance report.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

Nil.

**CONCLUSION**

Council has adhered to its legislative requirement to produce a Quarterly Performance Report.

## **15 QUARTERLY PERFORMANCE REPORT**

Moved Cr M Schilling Seconded Cr G Moore

The Quarterly Performance Report for Quarter 2 2019-20 be received and noted.

Cd.

## **16 QUARTERLY FINANCIAL REPORT**

FILE REFERENCE INT2010638

RESPONSIBLE GENERAL MANAGER Tom McQualter

AUTHOR Richard Williams

### **RECOMMENDATION**

That the quarterly financial report for the period 1 July 2019 to 31 December 2019 be received and noted.

### **Attachments**

1 Financial Performance Report 11 Pages

### **EXECUTIVE SUMMARY**

This report details Council's financial performance for the six months ended 31 December 2019.

### **BACKGROUND**

The report is broken into a number of parts highlighting different components that affect the financial performance of Council:

- Income Statement – Analysed by Income, Expenditure and Non-Recurrent Items.  
Note that if actual income is greater than budgeted income or actual expenditure is less than budgeted, the variance is favourable. If actual income is less than budgeted or actual expenditure is greater than budgeted expenditure, the variance is unfavourable.
- Balance Sheet;
- Cashflow Statement; and
- Capital Works.

### **POLICY IMPLICATIONS**

Nil.

### **RELEVANCE TO COUNCIL PLAN**

Monitoring the financial performance of the organisation against the annual budget and longer term financial outlooks meets the following Council Plan objective:-

5.3.3 Manage the municipality's finances and assets in a responsible way.

## CONSULTATION/COMMUNICATION

Accountants within the Finance business unit meet monthly with Departmental Managers to discuss their year-to-date progress against the budget for both the Operating and Capital Works programs. Results of these discussions provide input to the completion of the Monthly Financial Performance Report and are further discussed with the relevant General Manager. The Monthly Financial Performance Report is subsequently presented to the Senior Leadership Team.

## FINANCIAL AND RESOURCE IMPLICATIONS

The analysis undertaken as part of the Financial Performance Report is based on the differences between the 2019-20 budget adopted in June 2019 and the actual result as at 31 December 2019.

The operating result for the six months ended 31 December 2019 is a surplus of \$1.8m. This is \$1.7m better than the year-to-date budgeted surplus of \$0.04m.

Operating income is \$0.5m favourable to budget, predominantly in Operating Grants. Operating expenditure is \$1.2m favourable to budget, mainly in Materials & Services. Detailed variance analysis is included in the attached report.

The total cash balance as at 31 December 2019 is \$98.9m, which is \$12.4m lower than at the end of June 2019. Excluding developer related funds, the cash balance is \$60.8m.

Total project expenditure for the six months to 31 December 2019 is \$37.3m, which is \$6.6m more than at the same time last year and \$8.5m higher than the year-to-date budget.

For further details, Councillors are referred to the detailed Financial Performance Report attached.

## CONCLUSION

It is appropriate that the Council receives and notes the Financial Performance Report for the period 1 July 2019 to 31 December 2019.

## **16 QUARTERLY FINANCIAL REPORT**

Moved Cr M Schilling Seconded Cr G Moore

That the quarterly financial report for the period 1 July 2019 to 31 December 2019 be received and noted.

Cd.



## **17 QUARTERLY REPORT - IMPLEMENTATION OF COUNCIL RESOLUTIONS**

FILE REFERENCE INT209273

RESPONSIBLE GENERAL MANAGER Tom McQualter

AUTHOR Doug Evans

### **RECOMMENDATION**

That Council note the report detailing the implementation of Council resolutions for the period October to December 2019.

### **Attachments**

1 Quarterly Report - Actions 16 Pages

### **EXECUTIVE SUMMARY**

The attached report details all resolutions made at Council and Town Planning Committee Meetings for the quarter ended December 2019 and the actions taken to implement the decision. The report also includes resolution made at earlier meetings where actions are still proceeding.

### **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**

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.

**17 QUARTERLY REPORT - IMPLEMENTATION OF COUNCIL RESOLUTIONS**

Moved Cr M Schilling Seconded Cr G Moore

That Council note the report detailing the implementation of Council resolutions for the period October to December 2019.

Cd.

## **18 MAJOR PROJECTS REPORT**

FILE REFERENCE INT2010968

RESPONSIBLE GENERAL MANAGER Tracey Parker; Peter Benazic

AUTHOR Kristen Jackson; Andrew Barr; Ben Wood; Desiree Lovell; 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 in progress. It includes an update on major projects, capital works, special charge schemes and asset management current at the time of this report.

### **CONCLUSION**

This regular activity report is provided for Councillors' information.

### ***Recreation Reserves***

#### **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 plants.
Funding	This project is jointly funded by Council and the Andrew's Foundation and is part of the Deep Creek Reserve.
Timelines	The nursery building has been in lock up stage since December 2019. The associated civil works should be completed by the end of February.
Update	Driveway works have been completed and ancillary works are currently being finalised.  The Certificate of Occupancy for the Nursery is being finalised.

#### **Pepi's Land Netball pavilion**

Project description	Pavilion change room facility for the new netball courts providing home and away change/shower facilities, kitchen kiosk, and external amenities.
Funding	The project is funded by Council.
Timelines	This project is due for completion in December 2020. Please note that the use of the pavilion will be subject to the intersection of Beaconsfield/Emerald Road being finished.
Update	Building contractor has been appointed. Preliminary works being

undertaken to enable contractor to commence works on site in February 2020.

#### **Bunyip Recreation Reserve soccer pavilion**

Project description	Construction of a new pavilion providing soccer and cricket activities.
Funding	Council and the Victorian Government's Building Better Regions Fund are jointly funding this project.
Timelines	This project is due for completion by March 2020.
Update	A practical completion assessment of the pavilion will be undertaken by the end of February 2020.

#### **Worrell Recreation Reserve pavilion upgrade**

Project description	Construction of a new pavilion for football and cricket, including a ground level gym for community use.
Funding	The project is fully funded by Council
Timelines	This project is due for completion March 2020.
Update	The facility is currently at fit out stage.

#### **Lang Lang Community and Recreation Precinct pavilion**

Project description	The construction of a major recreation and community precinct is being undertaken in partnership with the Lang Lang Community Bank. It will include sporting facilities for football, cricket and netball and multi-purpose community spaces.
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. Council has received \$1.5 million from the Australian Government's Building Better Regions Fund.  Council and our partners have so far committed \$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 February 2020.
Update	A practical completion assessment of the pavilion will be undertaken by the end of February 2020.

#### **Comely Banks Recreation Reserve pavilion**

Project description	Construction of a new pavilion providing rugby, football, cricket, and bowls activities, social multi-purpose spaces, Kitchen / Kiosk and toilet facilities .
Funding	Council and the Victorian Government Growing Suburbs Fund jointly

fund this project

Timelines Pavilion construction is due to be completed in October 2020.

Update Construction of the ground slab is continuing along with services to the site.

#### **Koo Wee Rup Recreation Reserve football/cricket pavilion upgrade**

Project description Removal of existing change room facilities and construct new football/cricket change room facilities, gym, meeting and community rooms, male /female/assessable public toilets.

Funding Council, the Victorian Government and the Australian Government (Building Better Regions Fund Program) are providing funding for this project.

Timelines The project is due for completion by June 2021.

Update The schematic documentation is complete and is moving into detail design phase, with further consultation with stakeholders to be undertaken.

#### **Koo Wee Rup Recreation Reserve netball pavilion upgrade**

Project description Removal of existing netball change room facilities and construct new netball pavilion, providing home and away change, canteen, social room and office, public assessable toilets and unisex toilets.

Funding Council and the Victorian Government are funding this project.

Timelines The project is due for completion by June 2021.

Update The schematic documentation is complete and is moving into detail design phase, with further consultation with stakeholders to be undertaken.

#### **Koo Wee Rup Tennis Club upgrade**

Project description This project includes the construction of two new tennis courts, the refurbishment of the existing tennis courts, which include acrylic surfacing, improved lighting and shelters, and the conversion of the swimming clubroom to a 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 due to be completed by April 2020.

Update The fit out and finish stage is underway.

#### **Cora Lynn change room pavilion upgrade**

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

## description

Funding	This project is jointly funded by Council and the Victorian Government through Community Sports Infrastructure Loan Funding.
Timelines	Project is currently awaiting approval of the revised scope and loan amount before an appropriate timeline can be confirmed.
Update	The final concept scheme and revised cost estimate have been submitted to Victorian Government for Ministerial approval. Still waiting to hear back regarding Ministerial approval for the reduced scope and loan amount.

**Beaconsfield Recreation Reserve (Perc Allison pavilion)**

Project description	Upgrade of the existing change room pavilion to provide unisex change room facilities, umpires change rooms, first aid and strapping room, gym, time-keepers room and a spectator viewing area.
Funding	Council and the Victorian Government's Community Sports Infrastructure Fund jointly fund this project
Timelines	This project is due for completion November 2020.
Update	Schematic documentation stage is complete and has now moved to the detail design stage.

**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, re-orientation, re-shaping and re-surfacing of the oval and the installation of subsurface drainage, irrigation and perimeter fence.</p> <p>A funding application was made to the Australian Government for ball catch- nets, lighting upgrades and to upgrade the proposed gravel footpaths to a concrete footpath, however it was unsuccessful.</p>
Funding	This project is fully funded by Council.
Timelines	Couch was planted in early December 2019 and is currently in the establishment period. The duration of the establishment period will be dependant on growth and weather conditions.
Update	Couch grass was planted in December 2019 and it is currently in the establishment period.

**Officer Recreation Reserve (Western) oval pavilion**

Project description	Upgrade works to the existing pavilion providing female friendly amenities and provisions.
Funding	Council and the Victorian Government (Sports and Recreation Victoria)

jointly fund this project.

**Timelines** This project is due for completion in June 2020.

**Update** Detailed design documentation is complete and tender documentation is being prepared.

### **Koo Wee Rup Secondary School pavilion**

**Project description** New pavilion for the upgraded football oval, providing unisex change room facilities, umpire change rooms, unisex amenities, canteen /kiosk, storage, cleaners' room and covered spectator area.

**Funding** The project is funded by the Victorian Government (Victorian School Building Authority).

**Timelines** This project is due for completion in July 2020.

**Update** Revised schematic stage approved and progressing with detail design documentation.

### **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 be completed in early March 2020, the delay in the projects timelines is due to in excess of 30 wet weather days

**Update** Earthworks, drainage and irrigation to the Primary School oval are complete. The centre wicket and cricket practice areas have been poured and synthetic installation has been completed.

Earthworks, drainage, irrigation, and the spoon drain to the Secondary School oval are complete. The bore is also complete and the irrigation tank installation has commenced.

Sand is currently being placed to both ovals and sprigging will occur mid-February.



### Gembrook Recreation Reserve – football/cricket pavilion redevelopment

Project description	Redevelopment and extension of the existing football/cricket pavilion, providing unisex change rooms, umpire change rooms, accessible amenities, first aid, gym, additional social room and provide accessible server areas. There is a minor upgrade to the existing kitchen and social room areas, reconfiguring of the kiosk server counter, updating the spectator viewing lounge and time-keeper room at first floor level, providing lift access to first floor level.
Funding	Council and the Australian Government jointly fund this project.
Timelines	Works are due for completion February 2021.
Update	Building contractor awarded contract to commence site works in February 2020.

### Toomuc Reserve Northern pavilion

Project description	Redevelopment of the ground floor area of the existing pavilion to provide netball change facilities with operable walls, umpire change rooms, and unisex amenities. Retrofit existing football/cricket change room amenities/umpire room amenities and modification of First Aid room.
Funding	Council, Sport Australia Community Sport Infrastructure Program and the Australian Government jointly fund this project.
Timelines	This project is due for completion May 2021.
Update	Concept design is progressing. Consultation with stakeholders took place in early February 2020.

### Toomuc Reserve Southern pavilion and little athletics/baseball facility

Project description	<p>Redevelopment of the junior football and cricket pavilion to include:</p> <ul style="list-style-type: none"> <li>• two sets of change rooms with unisex amenities, unisex accessible change room, accessible unisex public toilet, male and female public toilets, unisex umpires change room with operable wall</li> <li>• canteen/kiosk (servicing both ovals) and cool room</li> <li>• meeting space/office</li> <li>• internal and external storage</li> <li>• first aid room</li> <li>• social space and associated storage</li> <li>• external spectator viewing, and timekeepers room</li> </ul> <p>Improvements to the existing little athletics and baseball facilities to upgrade of canteen, storage space, change rooms and amenities, first aid room, accessible public toilets and external covered viewing area.</p>
Funding	Council, the Australian Government and the Victorian Government's Sport & Recreation Victoria Fund jointly fund this project.
Timelines	This project is due for completion May 2021.
Update	Concept design is progressing. Consultation with stakeholders took place in early February 2020.

## Roads

### Kenilworth Avenue, Beaconsfield

Project description	<p>Construction of the unsealed Kenilworth Avenue in accordance with the Officer Structure Plan. The project is being delivered in two stages:</p> <p>Stage 1 is from Brunt Road to the Freeway overpass and is being delivered by the adjacent developer.</p> <p>Stage 2 is from the Freeway overpass to Coach House Lane and is being delivered by Council.</p>
Funding	This project is being funded through the Officer PSP Development Contribution Funds
Timelines	Both Stage 1 and 2 are to be completed by June 2020
Update	<p>Stage 1 works have had the first layer of asphalt laid before Christmas and the contractor has recommenced on site.</p> <p>Works on Stage 2 have begun and are expected to be completed by the June 2020.</p>

### Princes Highway intersection upgrades

Project description	<p>Eight intersections along the Princess Highway between Beaconsfield and Pakenham have been identified for upgrading through the associated planning schemes. Upgrades identified include amendments to two existing signalised intersections as well as signalising six previously un-signalised intersections. All intersections have been highlighted for additional or extended turn lanes, additional through lanes, bus priority lanes, and shared cycle/pedestrian lanes.</p> <p>Initial progress will include the detailed design and approvals of these projects to inform the decision making process for subsequent construction and timing.</p> <p>Identified intersections include:</p> <ol style="list-style-type: none"> <li>1. Glismann Road</li> <li>2. O'Neil Road</li> <li>3. Brunt Road</li> <li>4. Bayview Road</li> <li>5. Tivendale Road</li> <li>6. McMullen Road</li> <li>7. Arena Parade</li> <li>8. Thewlis Road</li> </ol>
Funding	These projects are jointly funded by Developer Contributions and the Australian Government
Timelines	Works are schedule to be delivered over several stages beginning with works commencing on site in late 2020-early 2021 and completed by June 2024.
Update	Design works are currently underway with functional layout plans for all the intersections currently with the Department of Transport for approval. Detailed designs for O'Neil Roads and Glismann Road are due for completion by April 2020 with a proposed tender to take place prior to June. The remaining six design packages will be presented separately to Council for award by November 2020.

### Connect Cardinia Stage 2

Project description	<p>Council is investing funds to upgrade a number of strategic roads across the shire to improve transport connections. Approximately 25km of roads across the shire have been identified including:</p> <ul style="list-style-type: none"> <li>• McGregor Road, Soldiers Road and Hobsons Road, Pakenham/Rythdale</li> <li>• Thewlis Road, Pakenham</li> <li>• Armytage Road and LL Road, Officer</li> </ul>
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- Huxtable Road, Pakenham Upper
- Dore Road, Pakenham
- Bessie Creek Road, Nar Nar Goon North
- Evans Road, Bunyip
- Main Drain Road, Koo Wee Rup
- Boundary Drain Road, Koo Wee Rup
- Mount Lyall Road, Lang Lang East

Funding	These projects are fully funded by Council
Timelines	It is anticipated that the program will be complete early 2022.
Update	Boundary Drain Road, Main Drain Road & Evans Road are currently having the detailed designs finalised with tenders to be called in April. Detailed design for Bessie Creek Road and Huxtable Road have commenced. Quotes for the detailed design of Thewlis Road, LL and Armytage Roads and Dore Road are currently being evaluated.

### **2019-20 Reseal and rehabilitation 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 2020.
Update	<p>The annual reseal, rehabilitation programs for 2019-20 was presented at the November Council meeting and was endorsed by Council and contracts have been executed.</p> <p>Reseal and rehabilitation works have been commenced and programmed to complete by end of May.</p> <p>Road rehabilitation works include:</p> <ul style="list-style-type: none"> <li>• two roundabouts on O'Neil Rd, Beacosfield</li> <li>• Tynong Bayles Road, Bayles</li> <li>• Seven Mile Road, Nar Nar Goon</li> <li>• Caldermeade Rd, Caldermeade</li> <li>• Redwood Road and Redwood Road service road, Gembrook will be reconstructed to make them safer.</li> </ul> <p>More than 100 road segments are being resealed under this year's reseal program covering more than 50,000 m<sup>2</sup></p>

### **Blackspot Project – Main Drain Road South**

Project description	A 2.3km section of Main Drain Road South, Bunyip, from Bunyip Modella Road to 13 Mile Road, has been identified for blackspot works. The work includes installing guardrail along both sides of the road.
Funding	The Australian Government fully funds this project through their Black Spot Program.
Timelines	The project is due for completion by March 2020
Update	Works were delayed by 3 weeks due to unforeseen issues; guardrail installation is progressing, and proposed to be completed in March.

### **Blackspot Projects –2019–20 projects**

Project description	Council have been successful in obtaining funding for three Blackspot projects this year. The projects are:
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1. the installation of safety barriers and audio tactile edge line marking along Paternoster Road, Emerald between Emerald–Beaconsfield Road and Bailey Road
2. the installation of safety barriers, sealed shoulders and tree removal along Avon Road, Cockatoo/Avonsleigh between Woori Yallock Road and Kennedy Road
3. the installation of safety barriers, sealed shoulders, tree removals and audio tactile edge line marking along Bessie Creek Road, Nar Goon North between Seymour Road and Moore Road

Funding	These projects are fully funded by the Australian Government’s Blackspot Program.
Timelines	The project is due for completion mid-2020.
Update	Designs have been finalised. It is planned for these works to be advertised for tender by May 2020.

### **2019-20 Unsealed road re-sheeting program**

Project description	The unsealed roads re-sheeting program is aimed to refurbish approximately 90 kilometres of unsealed roads throughout the shire. This project involves refurbishment of the road pavement and surface drainage, utilising in-situ materials as well as new crushed rock where required. These works are aimed at improving the road surface to enable greater longevity and an improved experience for road users.
Funding	The program is fully funded by Council.
Timelines	It is anticipated that the program will be completed by June 2020.
Update	This project has commenced, with 83 kilometres of roads refurbished to date.

### ***Paths, drains and bridges***

#### **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 south bridge is due for completion by April 2020.
Update	The north bridge reconstruction is complete and bridge is now open.  Works to the second bridge will commence early March, with completion of works forecast for early April. Fabrication of bridge components has commenced. Environmental impact assessments and cultural heritage investigations have concluded and recommendations are being incorporated into the project methodology.

#### **Pepi’s Land dam**

Project description	A leak in the lower dam was discovered on 2 August 2019. The leak was slowly flowing out around the old irrigation pipe, located on the outside of the bottom of dam. Expert dam and hydraulic engineers advised to lower the depth of water in the dam by approximately 2m as an interim measure to reduce the risk of any further damage occurring. This has been done and it looks to have stopped any further deterioration.
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Reconstruction of lower dam at Pepi's land, Emerald.

Funding	This project is fully funded by Council
Timelines	Council are seeking to have an agreed solution to notify the community of and then for repair works to be implemented in 2020.
Update	Investigations are currently underway to determine best option for remediation of dam wall.
	Flora and fauna survey has been completed and will inform remediation design and controls of construction process
	A consultant has been engaged to undertake the design for the reconstruction of the dam wall.

### **2018-19 Drainage program**

Project description	The maintenance and upgrading of Council's drainage network.
Funding	The program is fully funded by Council.
Timelines	This program is due to be completed by end of June 2020.
Update	<p>Input is still being sought from the Department of Transport regarding potential works at the Rossiter Road/Station Street intersection in Koo Wee Rup. Funding has been sought to modify the drainage layout of the intersection to enable it to drain more effectively in rainfall events.</p> <p>The initial drainage report for Suffolk Avenue has been completed. A full investigation and report is being undertaken with a designed solution to be developed based on the outcome of the detailed investigation report.</p> <p>Works in Caroline Avenue are due to begin in late February. There have been delays in gaining approval from the Cockatoo Primary School to establish a required easement on their land. All works excluding the school will go ahead immediately with a number of slight modifications; the section on school land will go ahead as soon as an agreement can be reached.</p> <p>Minor modifications of drainage in Second Avenue Cockatoo are set to be undertaken in the next month, these works aim to divert water currently flowing through a council reserve resulting in the flooding.</p> <p>In response to concerns from locals and threat to significant vegetation, a new outfall is being designed for the drainage outfall discharging onto 19 Glenvista Avenue, Emerald. The new outfall will be shifted north of the current outfall and will direct water away from significant vegetation, and privately owned land.</p>

### 2019-20 Footpath maintenance program

Project description	The maintenance of Council's existing footpath network, as set out in Council's Road Management Plan (RMP).
Funding	The program is fully funded by Council.
Update	The inspection of Council's entire footpath network was completed mid-2019 and the high priority paths were completed in November 2019 in line with the adopted Road Management Plan. Works are progressing on addressing defects on the highest priority issues.

### 2019-20 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 2019-20 are listed below:
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Funding	The \$800,000 program is fully funded by Council through the footpath and pedestrian and bicycle strategy programs.	
Footpath location		Status
Leigh Dive, Pakenham (missing section across properties 51, 53 and 53A)		Completed
Belgrave-Gembrook Road, Avonsleigh (connect path to bus stop near Margaret Road)		Completed
High Street, Bunyip (south of roundabout with A'Beckett Road – missing link)		Completed
Fieldstone Boulevard, Beaconsfield (pram Crossings at Holm Park Road Intersection)		Completed
Malouf Court, Pakenham (end of Malouf Court to Henry Road)		Completed
Webster Way, Pakenham (existing path to bus stop opposite 104)		Completed
Kenilworth Avenue, Beaconsfield (approx. 120m north of Soldiers Road to station)		Completed
Belgrave Gembrook Road, Cockatoo (connect footpath to bus stop opposite Amphlett Avenue)		Completed
Slattery Place, Pakenham (Railway Avenue north for approx. 235m racecourse development)		Completed
Ahern Road, Pakenham (missing link outside No.118)		Completed
Old Princes Highway, Beaconsfield (Desmond Court to Princes Freeway off ramp signalised intersection-south side)		Awaiting DoT approval
Princes Highway, Pakenham (path from Racecourse Road north to Princes Highway to bus stop opposite Army Road)		Completed
Emerald-Beaconsfield Road, Emerald (opposite Kings Road to Crighton Road - east side)		Completed.

Neville Street, Cockatoo (in front of No. 22 creates a link from Alma Treloar Reserve	Completed
Princes Highway, Pakenham (connect bus stop between James Street and Henry Street to footpath network)	Completed
Ahern Road, Pakenham (from No.143 to No.165)	Completed
Rosebury Street, Lang Lang (Western Port Road to Carnarvon Street)	Completed
Kenilworth Avenue, Beaconsfield (Station Street west to Bus Stop)	Design options under consideration.
Windermere Boulevard, Pakenham (installation of flashing zebra crossing)	Completed

***Other capital projects***

**Hills Hub**

Project description	The Hills Hub is 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, other stakeholders, and includes new public amenities. 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 in providing this multipurpose facility.
Funding	The project is jointly funded by: <ul style="list-style-type: none"> <li>• Council (\$4.88 million)</li> <li>• Australian Government's National Stronger Regions Fund (\$1.5 million)</li> <li>• Victorian Government Growing Suburbs Fund (\$1.5 million)</li> <li>• Dandenong Ranges Community Bank Group (\$250,000).</li> </ul>
Timelines	The Hills Hub is due for completion by February 2020.
Update	Project complete and ready for use. Official opening set 16 April 2020.

**Operations Centre (and other Council facilities) solar electricity system**

Project description	<b>Installation of a solar electricity system on Council facilities that addresses impacts on our environment and best value return on investment.</b>
Funding	This project is funded by Council.
Timelines	Installation is complete.
Update	A list of potential Council sites was identified and Hollins Children’s Centre was chosen to receive a 40kW solar electricity system. The new solar system will save approximately \$8,000 in energy costs per annum. This provides a payback period on investment of around 6 years. The installation will also reduce greenhouse gas emissions by around 53

tonnes of CO<sub>2</sub>e per annum, which is the same annual emissions from 13 cars on average.

**Rix Road Integrated Children's Centre**

Project description	Proposed new Children's Learning Centre.
Funding	The project is funded by Developer Contribution and the Victorian Government.
Timelines	This project is planned to open by January 2022.
Update	Schematic design is nearing completion.



## **18 MAJOR PROJECTS REPORT**

Moved Cr C Ross Seconded Cr G Moore

That the report be noted.

Cd.

## REPORTS OR MINUTES OF COMMITTEES

The Mayor advised that minutes had recently been received from Committees and Briefing sessions and they were available for any interested Councillors.

## REPORTS BY DELEGATES

Cr Brett Owen reported on his attendance at a recent meeting of the Motorsports Steering Committee and advised that both the Koo Wee Rup & District Motorcycle Club and Pakenham Auto club were progressing with their plans for their new homes, Cr Owen also advised that \$30,000 worth of hay had been cut at the McGregor Road site and transported to farmers in need in East Gippsland.

Cr Brett Owen advised that he had attended the 90<sup>th</sup> Anniversary celebrations at the Officer Church.

Cr Brett Owen advised that he had attended the Upper Beaconsfield Village Fair.

Cr Brett Owen advised that he had attended the Annual General Meeting of the Beaconsfield Kindergarten noting that the kindergarten had been rated as exceeding national standards

The Mayor advised that he had also attended the Upper Beaconsfield Village fair noting that the fair also recognised the Anniversary of the Ash Wednesday Bushfires and commented that the anniversary was also recognised in Cockatoo at the Ash Wednesday memorial.

Cr Ryan advised that the Central Ward Councillors had attended Cardinia Life to recognise the recent installation of fans in the building.

Cr Ryan advised that she had attended a recent Local History Group meeting noting that the Berwick Pakenham Historical Society was attempting to raise funds for the publication of a book of historic photos of Pakenham.

Cr Ryan advised that she had attended a round table meeting as part of the Together We Can program.

Round Table Meeting together we can program

Cr Moore advised that he attended the funeral of former Councillor Doug Hamilton in attendance with other councillors and members of staff.

Cr Moore advised of his attendance at the recent South Sudanese Community Day,

Cr Moore expressed his appreciation for Cr Ross deputising for him in attending the Bunyip Australia Day festivities.

Cr Wilmot advised of her attendance at the Cockatoo Australia Day breakfast where the Cockatoo Local History Group launched their history book 'Voices from the Past' which was a transcription of recordings made by Dot Griffin after Ash Wednesday Bushfires.

Cr Wilmot advised of her attendance at the Cockatoo Primary School where she spoke to Grade 4 students regarding the role of councillors and elections.

Cr Ross commented that the State Government was reintroducing a container deposit scheme in 2023,

Cr Ross commented on the Australia Day festivities at the Cardinia Cultural Centre and congratulated the Lakeside Residents Group on their efforts and thanks the Cardinia Civic Concert band for their performance.

Cr Ross acknowledged the efforts that Council staff had provided to East Gippsland Shire through the recent bushfires.

Cr Moore advised that he had attended a recent meeting of the Social and Affordable Housing Partnership.

## COMMUNITY QUESTION TIME

The Mayor advised that several questions had been received and referred them to relevant General Managers to read and answer, as follows:

### Question from Tony O'Hara

Ref. Feb 3rd planning meeting.

C250 planning amendment.

In item 6 in the table.

The recommendation was: -

"Seek to include policy to allow for the possible future upgrade of Lakeside Boulevard Neighbourhood Activity Centre to a Major Activity Centre, as contemplated in the Cardinia Road Precinct Structure Plan.

Not supported.

There are a number of development opportunities in Pakenham and Officer Major Activity Centres, and so at this time, this is where major development opportunities are being directed."

Will council provide opportunity for the Lakeside community to have a say in the officers and Councillors rejection of the Lakeside Boulevard neighbourhood being identified as a Major Activity Centre?

I believe that the arguments for denying this classification should be subject to public scrutiny, either by consultation process or a panel hearing with stakeholders.

This decision could deny the shopping precinct, the right and ability to improve the current and future facilities.

A decision on such a significant matter should be sufficient to warrant input from the community, rather than an Council Officers opinion.

### Answer by General Manager Liveability Communities

Council is required to undertaken regular reviews of its MSS. Amendment C250 – Review of the MSS, facilitates this review process.

Amendment C250 was exhibited in Nov 2019. This exhibition process allowed for all of the community to make submissions regarding the content of the MSS. Council received two (2) submissions that were supportive of the amendment and one (1) had no objection to it. Five (5) of the submissions seek changes to the amendment. On this basis the amendment is required to be referred to an independent planning panel appointed by the Minister for Planning.

Council at its meeting on 4 Feb determined to refer all the submissions received to an independent

panel hearing for consideration. This Panel hearing will be held on Tuesday 28 April. All parties who made a submission will be invited to be heard by the independent panel. The submitter who lodged the submission regarding the status of the Lakeside Boulevard Shopping Precinct will be able to be heard by the panel on this matter.

The panel will then provide council with an independent report which council will then consider and determine if any changes are required to the MSS as drafted prior to submitting the amendment to the Minister for Approval if finally adopted by Council.

### **Questions from Rosa Santo**

#### **Question 1.**

As a violent physical attack has left him after many years no longer able to do early morning cleaning of the main street in Pakenham as the man is now permanently disabled.

What is now being done by Cardinia Shire Council in the area that he looked after so well for so long without any payment?

#### **Answer by General Manager Infrastructure and Environment**

Council staff undertake the cleaning of Main Street Pakenham including rubbish pick up, hot washing, street cleansing, street furniture maintenance and rejuvenation and graffiti removal.

#### **Question 2.**

There are increasing number of people coming into the Pakenham main street shopping centre. Is anything being considered to provide location of public toilet access in the main street as many people are commenting and complaining about the absence of such facility being available.

#### **Answer by General Manager Infrastructure and Environment**

At this point in time there are no plans for any additional public toilet facilities

### **Question from Gloria O'Connor**

With regard to the areas of Green Wedge in Cardinia Shire, what areas have been already rezoned, if any, and what others are being planned for rezoning where there is to be future development. Are there maps available for community interest, please?

In City of Casey there is quite sharp increase in application for places of worship and schools in the Green Wedge, and is this likely in Cardinia Shire as rapid urban and commercial development continues?

#### **Answer by General Manager Liveable Communities**

The Cardinia Planning Scheme Maps identify all land that is zoned Green Wedge. These maps can be found using Councils web page or the DEWLP web page.

There are currently no amendments that propose to rezone Green Wedge Land to another zone.

The current Green Wedge provision do allow for uses such as Place of Worship and Schools subject to the grant of a planning permit. Council will need to assess each application and determine if a permit should be granted.

Meeting closed at 8.39pm

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Minutes Confirmed  
Chairman