

14 QUARTERLY REPORT - IMPLEMENTATION OF COUNCIL RESOLUTIONS

FILE REFERENCE INT2026984

RESPONSIBLE GENERAL MANAGER Tom McQualter

AUTHOR Doug Evans

RECOMMENDATION

That Council note the report detailing the implementation of Council resolutions for the period January to March 2020.

Attachments

- 1 Quarterly Council Resolutions Report April 2020 15 Pages

EXECUTIVE SUMMARY

The attached report details all resolutions made at Council and Town Planning Committee Meetings for the quarter ended March 2020 and the actions taken to implement the decision. The report also includes resolution made at earlier meetings where actions are still proceeding. The report does not include matters for noting or matters that required no action to be taken.

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.

Quarterly Council Actions report
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Meeting	Subject	Resolution	Responsible Officer	Completion Date
Council 19/08/2019	Notice of Motion 1047 Cr Brett Owen	Moved Cr B Owen Seconded Cr J Springfield That: <ol style="list-style-type: none"> 1. Council write to the Victorian Minister for Roads - The Honourable Jaala Pulford and Vic Roads to complete a new review of road safety at the intersection of Beaconsfield Emerald Road, St Georges Road and Salisbury Road, Upper Beaconsfield 2. Respectfully request that modifications are implemented by Vic Roads in consultation with the community and Cardinia Shire Council. 3. Council seek a delegation to Vic Roads to advocate for the above improvements. 4. Council continue to support and assist the Upper Beaconsfield Association and interested community members to advocate for safety improvements to the intersection. 	Evans, Doug	Letter sent 27/8/19. DOT have advised that they will investigate and will contact Council to discuss matter further and arrange a joint site inspection. Meeting held on site with representatives of Upper Beaconsfield Association on 17 February. Information prepared for insertion into Village Bell Newsletter. Meeting with residents has been deferred due to Coronavirus concerns. Vic Police Highway Patrol requested to undertake additional enforcement of Road Rules at this intersection.
Council 16/09/2019	Notice of Motion 1048 Cr Schilling	Moved Cr M Schilling Seconded Cr C Ryan That Council resolves to: <ul style="list-style-type: none"> • Note that the Municipal Association of Victoria State Council (May 2019) and the Australian Local Government Association National General Assembly (June 2019) have both declared a climate emergency; • Declare a climate emergency, in response to the overwhelming climate science which indicates rising global temperatures are putting our local economy, people, species, and ecosystems at risk. • Give priority to policy and actions that will provide for both mitigation and adaptation in 	Evans, Doug	Following actions underway <ul style="list-style-type: none"> • Report templates being amended to include specific reference to 'Climate Emergency Considerations'. • Tender templates and Procurement Policy being amended to include reference to climate change mitigation and adaptation criteria. • Draft Council Plan to include appropriate reference. • Investigation of financial institutions in progress. • Climate Change Action Plan subject to allocation in 2020/2021 budget. • Green Energy option being considered.

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		<p>response to accelerating global warming and climate change.</p> <ul style="list-style-type: none"> • Ensure climate change adaptation and mitigation are emphasised as a key priority in the 2021-2025 council plan. • Investigate the financial viability of divestment within council financing, with the aim to move away from financial institutions, which fund the fossil fuel industry. • Fund a climate change action plan in the 2020-2021 budget cycle, with a focus on climate change adaptation and mitigation. • Investigate the cost effectiveness in purchasing “green energy”. • Acknowledge the work Cardinia Shire Council has already done in the move to a zero carbon operational target, with a planned 36% reduction in community emissions. 		
Town Planning Committee 3/02/2020	Amendment C250 - Review of the Municipal Strategic Statement	<p>Moved Cr G Moore Seconded Cr C Ryan</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Receive and consider all submissions received during the exhibition of Planning Scheme Amendment C250. 2. In accordance with Section 23 of the <i>Planning and Environment Act 1987</i>, refer all submissions for consideration to an independent planning panel to be appointed by the Minister for Planning. 	Ransom, Anita	Submissions referred to panel. Directions hearing set for 18 March, panel hearing set for 28 April

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Town Planning Committee 3/02/2020	Development of the Land for 2 Additional Dwellings at 1 Bridle Place, Pakenham	Moved Cr G Moore Seconded Cr C Ryan That a Notice of Decision to Grant Planning Permit T190486 be issued for the Development of the land for two (2) additional dwellings at 1 Bridle Place, Pakenham VIC 3810 subject to 17 conditions.	McGauley-Kennedy, Evangeline	Permit issued 11/02/2020
Council 17/02/2020	Amendment C228 Pakenham Activity Centre - Request for Planning Panel	Moved Cr M Schilling Seconded Cr C Ross That Council: <ul style="list-style-type: none"> 1. Receive and consider all submissions received during the exhibition of Planning Scheme Amendment C228. 2. In accordance with Section 23 of the <i>Planning and Environment Act 1987</i>, refer all submissions for consideration to an independent planning panel to be appointed by the Minister for Planning. 	Templeton, Brooke	Submissions referred to Minister, panel appointed 6/03/2020
Council 17/02/2020	Advertising Signage Policy Adoption and Request for Authorisation	Moved Cr M Schilling Seconded Cr G Moore That Council: <ul style="list-style-type: none"> 1. Adopt the <i>Advertising Signage Policy (2020)</i>. 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. 	Grace, Tim	Authorisation sought

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Council 17/02/2020	Appointment Committee Members to the Cockatoo Township Committee	of	Moved Cr M Schilling Seconded Cr G Moore	Ockerby, Kym	Completed 18/02/2020
<p>That Council:</p> <ul style="list-style-type: none"> • Approve the following amendments and appointments be made to the Committee for the Cockatoo Township under Section 86 of the Local Government Act (1989). <p>Cockatoo Township Committee:</p> <ul style="list-style-type: none"> • Annette White Committee member • Khel Belrost Committee member • Dot Griffin Committee member • Claire Cowen Committee member <ul style="list-style-type: none"> • Ensure all previous members are removed from this committee and are acknowledged and thanked for their past contribution. 					
Council 17/02/2020	Appointment Committee Members to the Koo Wee Rup Community Centre Committee Management	of	Moved Cr M Schilling Seconded Cr G Moore	Moloney, Helena	Completed 18/02/2020
<p>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).</p> <p>That the following members be appointed to the Committee:</p>					

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			<ul style="list-style-type: none"> • Gus Moore President • Janis Fox Vice President • Lisa Van Dord Secretary • Lyn Van de Hoef Treasurer • Andrew Baxter Committee Member • Gwenda Woff Committee Member 		
Council 17/02/2020	Appointment Committee Members to the Lang Lang Township Committee	of	Moved Cr M Schilling Seconded Cr G Moore	Moloney, Helena	Completed 18/02/2020
			<p>That the following appointments be made to the Lang Lang Township Committee under Section 86 of the Local Government Act (1989).</p> <p>That the following members be appointed to the Committee:</p> <ul style="list-style-type: none"> • 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 		

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Council 17/02/2020	Appointment Committee Members to the Yannathan Public Hall Committee of Management	of 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: <ul style="list-style-type: none">• 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	Moloney, Helena	Completed 18/02/2020
Council 17/02/2020	Proposed Compulsory Acquisition of 4 Station Street, Officer	of 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	Shadforth, Fiona	Lawyers appointed, acquisition commenced

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			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		
Council 17/02/2020	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.	Shadforth, Fiona	Discontinuance completed
Council 17/02/2020	Dog Order	Off-Leash 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	Hardidge, Owen	Completed 18/02/2020

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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, Bea
- 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.

Council 17/02/2020	Emerald Lake Precinct Strategic Plan 2020-2030	Moved Cr M Schilling Seconded Cr G Moore	Cross, Samantha	Completed 18/02/2020
That Council endorse the final version of the Emerald Lake Precinct Strategic Plan 2020-2030.				
Council 17/02/2020	GIS and Mapping Services Contract	Moved Cr M Schilling Seconded Cr G Moore	Bixler, Cory	Completed 18/02/2020

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			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.		
Council 17/02/2020	Desktop Refresh	Fleet	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.	Jackson, David	Completed 18/02/2020
Town Planning Committee 2/03/2020	Telecommunication s Facility at 946 McDonalds Drain Road, Pakenham		Moved Cr G Moore Seconded Cr C Ryan That a Notice of Decision to Grant Planning Permit T190588 be issued for the Use and development of the land for a Telecommunications Facility at 946 McDonalds Drain Road, Pakenham VIC 3810 subject to 8 conditions.	Rush, Mary	NOD issued 10/03/2020
Town Planning Committee 2/03/2020	Subdivision of Land in to Two (2) Lots at 39-41 Railway Avenue, Beaconsfield		Moved Cr L Wilmot Seconded Cr M Schilling That a Notice of Decision to Grant Planning Permit T190567 be issued for Subdivision of land in to two (2) lots at 39-41 Railway Avenue, Beaconsfield VIC 3807 subject to 9 conditions.	Athanas, Dimitrios	NOD issued 4/03/2020
Council 16/03/2020	Priority Roads for 'Sealing the Dandenong Ranges and Surrounds' and Associated Special Charge Scheme Policy Review		Moved Cr J Springfield Seconded Cr J Owen That Council: 1. Endorse the revised Special Rate and Charge Scheme Policy.	Barr, Andrew	Completed 17/03/2020

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		<ol style="list-style-type: none"> 2. Endorse the basis of apportionment of cost for schemes utilising the federally funded Sealing the Dandenong Ranges and Surrounds program being a fixed contribution of \$7,000 per Benefit Unit. 3. Endorse the program assessment criteria and associated priority roads list for the Sealing the Dandenong Ranges and Surrounds program and associated Future Schemes Priority Program with the further inclusions of: <ul style="list-style-type: none"> - The section of Stewart Road Emerald from Monbulk Road to Nobelius Street be added to the Future Schemes Program list. - Beenak East Road, Gembrook be included with the roads that are not subject to a special charge scheme. 4. Acknowledge Huxtable Road and Bessie Creek Road from the Road Development Program (June 2019) are included on this priority list to now be jointly funded by Council and the Sealing the Dandenong Ranges and Surrounds program. 		
Council 16/03/2020	Proposed Relocation of Pakenham Tennis Club to the Pakenham Regional Tennis Centre	Moved Cr M Schilling Seconded Cr C Ryan That Council: 1. Support the relocation of the Pakenham Tennis Club to the Pakenham Regional Tennis Centre.	Fenton, Ben	In hand, relocation proceeding

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<ol style="list-style-type: none"> 2. Enter the draft user agreement. 3. Enter the memorandum of understanding with Aligned Leisure to act on behalf of Council. 4. Agree to amend Aligned Leisure’s contract with Council to enable the relocation of the Pakenham Tennis Club to the Pakenham Regional Tennis Centre. 						
Council 16/03/2020	Officer 365 Highway, Officer	Kiln Site - Princes	Moved Cr B Owen Seconded Cr L Wilmot	Lee, Keira		Land owner has advised that offer to transfer Kiln to Council has been withdrawn.
<p>Council is prepared to accept the Land associated with the Officer kiln subject to the following conditions being met to Council’s satisfaction:</p> <ol style="list-style-type: none"> 1. That the following information be provided by, and paid for by Parklea subject to Council’s satisfaction: <ol style="list-style-type: none"> a. An updated Heritage Architects Report prepared by a suitably qualified Heritage Architect/Conservator which includes recommendations on but not limited to: <ol style="list-style-type: none"> i. The current conditions of the site. ii. The detailed works required for the structural conservation of the kiln and chimney in order for the structure to achieve a Certificate of Compliance under Building Regulations 2018 - Regulation 126. 						

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- iii. A fully costed management plan for the Kiln.
- iv. Guidance on interpretive signage for the site.
- b. Any works identified in the Heritage Architects Report are to be supported by a full schedule of estimated costings, prepared by a suitably qualified structural engineer/builder.
- c. A Masterplan of the site is to be prepared in consultation with the community and council detailing the future development of the land.
- d. The works identified in the Masterplan should be supported by the estimated costings of the proposed embellishments of the site.
- e. The transfer of Land to Council is to include all land as required within Lot 1 and Reserve 1 on PS 835703H (total area 1759m²) which is deemed necessary to undertake the Master Plan works.
- f. Prior to the transfer of land, an agreed monetary contribution is made to Council for the works required to the heritage building to achieve a Certificate of Compliance under Building Regulations 2018 - Regulation 126 and as identified in the Heritage Architects Report as well as the embellishment of the site as identified in the Masterplan.

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Council 16/03/2020	Contract 19/43 - Engineering Design Services for Princes Highway Intersection Upgrades	Moved Cr B Owen Seconded Cr C Ross That:	Hammond, Dan	Tenderers advised
		<ol style="list-style-type: none"> 1. The Tender submitted by BG&E for the McMullen Road, Arena Blvd, & Thewlis Road intersection designs be accepted for CT19/43a - Engineering Design Services for Princes Highway Intersection Upgrades for the lump sum amount of \$247,800.00 (Exc GST), and; 2. The Tenders submitted by Cardno Victoria for the Brunt Road/Whiteside Road, Bayview Road, & Station St/Tivendale Road intersection designs be accepted for CT19/43b - Engineering Design Services for Princes Highway Intersection Upgrades for the lump sum amount of \$372,890.01(Exc GST) , and; 3. The remaining tenderers be advised accordingly and; 4. The common seal of the Council be affixed to the contract documents. 		
Council 16/03/2020	Contract 19/44 - Engineering Design and Technical Services for Upgrading of Unsealed Local Roads - Special Charge Scheme	Moved Cr J Owen Seconded Cr G Moore That:	Hammond, Dan	Tenderers advised
		<ol style="list-style-type: none"> 1. The tenders submitted by; LR Pardo & Associates, HDS Australia, Procivil Consulting Engineers, FMG Australia, Cardno Victoria, Paroissien Grant & Associates, Taylors Development Strategists, and Creo Consultants be accepted for CT19/44 - 		

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			Engineering Design and Technical Services for Upgrading of Unsealed Local Roads - Special Charge Scheme for an initial period of four (4) years with two (2) x three (3) year extension options;		
			2. The remaining tenderers be advised accordingly and;		
			3. The common seal of the Council be affixed to the contract documents.		
Special Meetings 30/03/2020	Instrument of Delegation to the Chief Executive Officer	Moved Cr M Schilling Seconded Cr L Wilmot That Council execute the 30 March 2020 Instrument of Delegations to the Chief Executive Officer.	Coogan, Jack	Completed 02/04/20 Documents Sealed	
Special Meetings 30/03/2020	Emergency Instrument of Delegation to the Chief Executive Officer	Moved Cr M Schilling Seconded Cr L Wilmot That Council execute the Emergency Instrument of Delegation to the Chief Executive Officer (CEO).	Coogan, Jack	Completed 02/04/20 Documents Sealed	
Special Meetings 30/03/2020	Instrument of Delegation to the Town Planning Committee	Moved Cr M Schilling Seconded Cr L Wilmot That Council execute the 30 March 2020 Instrument of Delegation to the Town Planning Committee.	Coogan, Jack	Completed 02/04/20 Documents Sealed	
Special Meetings 30/03/2020	COVID-19 Financial Strategies	Moved Cr M Schilling Seconded Cr L Wilmot That Council: 1. Implements the following support package for small businesses:	Coogan, Jack	In progress	

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- a. An immediate 3 month (25%) rebate on fees for Food Act and Public Health and Wellbeing Act registrations, for businesses impacted by mandatory closures of premises, or mandatory changes to the operations of their businesses
 - b. An immediate 3 month (25%) rebate on Street Trading permits, where outdoor dining can no longer occur
 - c. Provision of 3 month rent deferral to commercial tenants of Council owned buildings who have been disrupted by COVID-19
 - d. Extension of Council's hardship policy to property rates on Commercial properties
 - e. Development and promotion of online tools to support businesses to develop e-commerce online services
 - f. Development of a reactivation program to assist traders once the crisis has passed
2. Consider the potential financial impacts of COVID19 within the draft 2020/21 budget including any further provisions to support local community and businesses.
 3. Advocate on behalf of our community for the State and Federal governments to provide rate relief in some form to help local communities and businesses.