

## 6.5 Activity Reports

### 6.5.1 Quarterly Resolutions Report

**Responsible GM:** Debbie Tyson  
**Author:** Doug Evans

#### Recommendation(s)

That Council note the report detailing implementation of Council resolutions for the period October to December 2022.

#### Attachments

1. Quarterly Resolutions Report - October to December 2022 [6.5.1.1 - 18 pages]

#### Executive Summary

The attached report details all resolutions made for the period October to December 2022, and includes the actions taken to implement the decisions; the report does not include matters listed for noting.

#### Background

The Chief Executive Officer is responsible for ensuring that Council decisions are implemented without undue delay and when requested, to report to Council in respect of the implementation of these decisions.

The attached report informs the Council about the implementation of these decisions, in addition provides transparency to our community.

#### Policy Implications

This regular report is in keeping with the Governance Rules.

#### Relevance to Council Plan

##### 5.1 We practise responsible leadership

5.1.1 Build trust through meaningful community engagement and transparent decision-making.

#### Climate Emergency Consideration

There are no Climate Emergency considerations in regard to this report.

#### Consultation/Communication

All relevant staff have been consulted in regard to this report.

#### Financial and Resource Implications

There are no financial considerations associated with this matter.

**Conclusion**

This report is provided for the information of Councillors to ensure transparency regarding the implementation of Council decisions and provide confidence to the Council that the decisions are implemented without undue delay.

## Quarterly resolutions Report October – December 2022

Meeting Date	Item No.	Item	Status	Resolution	Action Taken
Town Planning Committee 03/10/2022	5.1	T210643 PA - Use and Development of a Telecommunications Facility at 44 Paternoster Road, Cockatoo VIC 3781	Completed	That Council issue a Notice of Decision to Grant a Permit for the use and development of the land for a Telecommunications Facility at L2 PS608127, 44 Paternoster Road Cockatoo 3781, subject to conditions.	NOD Issued 14/10/2022
	5.2	T210942 PA - Use of Land for Community Care Accommodation and the construction of a multi-storey, mixed-use building associated with a Medical Centre, Office and Community Care Accommodation in the Activity Centre Zone at 81 Henry St, Pakenham	Completed	That Council issue a Notice of Decision to grant a Planning Permit for the Use of land for Community Care Accommodation and the construction of a multi-storey, mixed-use building associated with a Medical Centre, Office and Community Care Accommodation in the Activity Centre Zone at 81 Henry Street, Pakenham, subject to conditions	NOD issued 10/10/2022
	5.3	T210968 PA - Use and Development of Land for a Child Care Centre 1-3 Savage Street, Pakenham	Completed	That consideration of this matter be deferred until the October Council Meeting to allow further consideration of the application.	Report considered at October Council Meeting
	5.4	T210567 PA - Use and Development of the Land for a Place of Worship 28 Hill Street, Pakenham	Completed	That Council refuse planning permit application T210567 for the use and development of the land for a Place of Worship on grounds	Refusal issued 11/10/2022
Council Meeting 17/10/2022	6 1.1	T210968 PA - Use and Development of Land for a Child Care Centre 1-3 Savage Street, Pakenham	Completed	That Planning Permit Application T210968 for the 'Use and Development of Land for a Childcare Centre at 1-3 Savage Street, Pakenham, VIC 3810, be refused and a Refusal to Grant a Permit be issued on the grounds	Refusal issued 18/10/2022

Meeting Date	Item No.	Item	Status	Resolution	Action Taken										
	6.2.1	Annual Report 2021/22	Completed	<p>That Council:</p> <ol style="list-style-type: none"> <li>Endorses the Annual Report 2021/22.</li> <li>Notes that the Annual Report 2021/22 fairly represents Council's operations, financial position and Council's performance for the 2021/22 financial year.</li> <li>Notes that the Annual Report 2021/22 meets the requirements of the <i>Local Government Act 2020</i>.</li> </ol>	Annual Report 21/22 published on Council's website and provided to external auditors HLB Mann Judd on 21/10/2022.										
Statutory Council Meeting 07/11/2022	5.1	Election of the Mayor	Completed	<p>Cr Owen nominated Cr Radford for the position of Mayor, seconded by Cr Kowarzik                      There being no further nominations the Chief Executive Officer declared Cr Tammy Radford elected as Mayor to serve for a period of one year, until the Annual Statutory Meeting to be held on 13 November 2023</p>	No action required										
	5.2	Election of Deputy Mayor	Completed	<p>The Mayor called for nomination for the position of Deputy Mayor                      Cr Davies nominated Cr Kowarzik Seconded Cr Owen.                      Cr Ross nominated Cr Ryan Seconded Cr Cameron.                      The Mayor then called for a vote for the position of Deputy Mayor and declared Cr Kowarzik elected</p>	No action required										
	5.3	Meeting dates for 2023	Completed	<p>That the following meeting timetable for 2023 be adopted with all meetings to commence at 7pm to be held in the Council Chamber, Civic Centre, Siding Avenue Officer, unless otherwise notified:</p> <table border="1"> <thead> <tr> <th>Town Planning Committee Meeting</th> <th>General Council Meeting</th> </tr> </thead> <tbody> <tr> <td colspan="2">January No Meetings</td> </tr> <tr> <td>February 6</td> <td>February 20</td> </tr> <tr> <td>March 6</td> <td>March 20</td> </tr> <tr> <td>April 3</td> <td>April 17</td> </tr> </tbody> </table>	Town Planning Committee Meeting	General Council Meeting	January No Meetings		February 6	February 20	March 6	March 20	April 3	April 17	No action required
Town Planning Committee Meeting	General Council Meeting														
January No Meetings															
February 6	February 20														
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Meeting Date	Item No.	Item	Status	Resolution	Action Taken																		
				<table border="1"> <tr> <td>May 1</td> <td>May 15</td> </tr> <tr> <td>June 5</td> <td>June 19</td> </tr> <tr> <td>July 3</td> <td>July 17</td> </tr> <tr> <td>August 7</td> <td>August 21</td> </tr> <tr> <td>September 4</td> <td>September 18</td> </tr> <tr> <td>October 2</td> <td>October 16</td> </tr> <tr> <td>No meeting due to Melbourne Cup Eve</td> <td>November 21</td> </tr> <tr> <td colspan="2">Statutory Council Meeting November 13</td> </tr> <tr> <td>December 4</td> <td>December 11</td> </tr> </table>	May 1	May 15	June 5	June 19	July 3	July 17	August 7	August 21	September 4	September 18	October 2	October 16	No meeting due to Melbourne Cup Eve	November 21	Statutory Council Meeting November 13		December 4	December 11	
May 1	May 15																						
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Council Meeting 21/11/2022	6 2.1	Appointment of Committee Members to Bunyip Hall and Gembrook Community Centre Community Asset Committees	Completed	<p>That Council:</p> <ol style="list-style-type: none"> <li>Make the following appointments to the Bunyip Hall Community Asset Committee under Section 65 of the Local Government Act (2020): <ul style="list-style-type: none"> <li>Chris Kelly President</li> <li>Lindy Fitzpatrick Vice President</li> <li>Heather King Secretary</li> <li>Chris Kelly Treasurer</li> <li>Sue Anderson Committee member</li> <li>Colin Teese Committee member</li> <li>Tony Arrigo Committee member</li> </ul> </li> <li>Make the following appointments to the Gembrook Community Centre Community Asset Committee under Section 65 of the Local Government Act (2020): <ul style="list-style-type: none"> <li>John Cascone President</li> <li>Garry McGough Secretary</li> <li>Les Whitehead Treasurer</li> <li>Pam Barton Committee member</li> <li>Christina Diemar Committee member</li> </ul> </li> </ol>	Committees advised of outcome via email																		

Meeting Date	Item No.	Item	Status	Resolution	Action Taken
				<ul style="list-style-type: none"> <li>Ian Purdon Committee member</li> </ul>	
	6 2.2	Appointment of Community Asset Committees for Recreation Reserves	Completed	<p>That Council:</p> <p>1. Appoint the following persons to the respective recreation reserve Community Asset Committees appointed by Cardinia Shire Council in accordance with the Local Government Act (2020):</p> <p>Cardinia Recreation Reserve</p> <p>President Chris Beard                      Vice President Bill Orr                      Secretary Liz Bergmeier                      Treasurer John Adlam                      Committee Member David Young                      Committee Member Luke Turner                      Committee Member Bradey Welsh</p> <p>Huxtable Road Reserve</p> <p>President John Baillie                      Vice President Pat Langley                      Secretary Leanne McLean                      Treasurer Alison McHenry                      Committee Member Rebecca Reynolds                      Committee Member Ben Barrett                      Committee Member Paul Farrell                      Committee Member Laurence Brown</p> <p>Rythdale Recreation Reserve</p> <p>President Harold Hobson                      Secretary Max Hobson                      Treasurer Geoff Gee                      Committee Member Neil Preston                      Committee Member Colin Plant                      Committee Members John Young</p>	Actioned as per Council resolution - 28/11/2022

Meeting Date	Item No.	Item	Status	Resolution	Action Taken
				<p>Sutherland Park Recreation Reserve                      President Glenn Burridge                      Secretary Matt Hutchinson                      Treasurer Sandra Butler                      Committee Member Carol Gibson                      Committee Member Sue Simmons</p> <p>2. Thanks all Committee members for their valuable contribution to the management of community recreation reserves.</p>	
	6 2.3	Declaration of Special Charge Scheme - Sealing the Hills - St Georges (Beaconsfield Upper) Catchment	Completed	<p>That Council:</p> <p>1. Notes that following the issue of the notice of decision by Council to declare a special charge scheme on 26 September 2022, to part fund the construction of St Georges Road, Beaconsfield Upper; Halford Street, Beaconsfield Upper and Montuna Grove, Guys Hills, 3 written submissions were received by Council in the prescribed 28-day submission period following advertising this decision. Details of the submissions are outlined in attachment 5 to this report.</p> <p>2. That a special charge in accordance with Section 163 of the Local Government, 1989 (the Act) be declared as follows:</p> <p>a. A special charge is declared for a period until the works have been completed and the scheme finalised.</p> <p>b. The special charge be declared for the purposes of defraying any expenses incurred by Council in relation to the construction of St Georges Road, Beaconsfield Upper; Halford Street, Beaconsfield Upper and Montuna Grove, Guys Hills including sealed road pavement, kerb &amp; channel and associated drainage and incidental works. Council considers that these works will be of special benefit to those persons required to</p>	Special Charge Scheme Declared, further report to be presented to Council 6 months after practical completion of works

Meeting Date	Item No.	Item	Status	Resolution	Action Taken
				<p>pay the special charge, (and who are described in succeeding parts of this resolution).</p> <ul style="list-style-type: none"> <li>c. The special benefit accruing to those properties to be levied is considered to include improved access, improved amenity and appearance, improved roadside drainage, reduced mud and dust, reduced erosion, and lessened nuisance.</li> <li>d. The following be specified as the area for which the special charge is declared:                             <ul style="list-style-type: none"> <li>i. All those properties described in attachment 4 of this report and as highlighted on the plan included as attachment 2.</li> </ul> </li> <li>e. The following be specified as the land in relation to which the special charge is declared:                             <ul style="list-style-type: none"> <li>i. All properties described in attachment 4 of this declaration.</li> </ul> </li> <li>f. The following be specified as the criteria which form the basis of the special charge so declared:                             <ul style="list-style-type: none"> <li>i. Those properties fronting, abutting or adjacent to the works.</li> </ul> </li> <li>g. The following be specified as the manner in which the special charge so declared will be assessed and levied:                             <ul style="list-style-type: none"> <li>i. Existing lots, either developed or vacant, that gain, or will gain, primary (vehicular) access from a road being constructed would generally be required to contribute one benefit unit.</li> <li>ii. Existing lots, either developed or vacant, with side or rear abuttal to a road being constructed would generally be required to contribute one half benefit unit.</li> <li>iii. Existing lots, either developed or vacant, that gain, or will gain, primary access and also have side or</li> </ul> </li> </ul>	



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				<p>rear abuttal to roads being constructed would generally be required to contribute one benefit unit.</p> <ul style="list-style-type: none"> <li>iv. Existing lots that have the potential to be further subdivided or developed may be allocated a multiple development benefit unit charge.</li> <li>v. The special charge will be levied by sending a notice to the person who is liable to pay, pursuant to Section 163 (4) of the Local Government Act, 1989.</li> <li>h. The total cost of the works is the amount shown in attachment 4 of this report estimated at \$1,810,800.</li> <li>i. The total amount of the special charge to be levied is the amount shown in attachment 4 of this report estimated at \$252,000.</li> <li>j. Having regard to the proceeding parts of this resolution but subject to Sections 166(1) and 167(6) of the Local Government Act, 1989, it is recorded that:                             <ul style="list-style-type: none"> <li>i. The owners of the land described in columns A and B of the table in attachment 4 are estimated liable for the respective amounts set out in column F of the table in attachment 4 and;</li> <li>ii. Such owners may, subject to any further resolution of Council pay the special charge in the following manner:                                     <ul style="list-style-type: none"> <li>- The charge will become due and payable within one month of the issue of the notice requesting payment pursuant to Section 167(3) of the Local Government Act, 1989.</li> <li>- The charge may be paid by:   <ul style="list-style-type: none"> <li>Lump sum within one month of the issue of the notice without incurring interest, or</li> </ul> </li> </ul> </li> </ul> </li> </ul>	

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				<p>Quarterly instalments of principal and interest over a period of up to seven years.</p> <ul style="list-style-type: none"> <li>- Interest will not be charged for three months after the issue of the notice provided the person liable makes timely payment in accordance with the payment arrangements that may be agreed on by Council.</li> <li>- In accordance with Sections 167(6)(b) and 172 of the Act, the rate of interest which is payable on instalments is set at the 180 day bank bill rate as published in the Australian Financial Review plus one percent and reviewed every three months, (provided that it will not exceed the rate fixed by the Governor in Council by order of the purposes of Section 172(2A) in which case the rate of interest shall be the maximum rate fixed by the Governor in Council by order for the purposes of this section).</li> <li>- There are no incentives for prompt payment, rebates or concessions associated with this special charge.</li> </ul>	
	6 2.4	Special Charge Scheme - Legg Catchment	Completed	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. That Council notes that following the issue of the notice of decision by Council to declare a special charge scheme on 26 September 2022, to part fund the construction of Boundary Road East, Legg Road, Steel Road, Curtis Road, Maisie Road, Nolan Road, Upton Road and Railway Road Emerald no submissions were received by Council in the prescribed 28 day submission period following advertising this decision</li> <li>2. That a special charge in accordance with Section 163 of the Local Government, 1989 (the Act) be declared as follows:</li> </ol>	Property owners notified - 23/11/2022

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				<ul style="list-style-type: none"> <li>a. A special charge is declared for a period until the works have been completed and the scheme finalised.</li> <li>b. The special charge be declared for the purposes of defraying any expenses incurred by Council in relation to the construction of Boundary Road East, Legg Road, Steel Road, Curtis Road, Maisie Road, Nolan Road, Upton Road and Railway Road Emerald including sealed road pavement, kerb &amp; channel and associated drainage and incidental works. Council considers that these works will be of special benefit to those persons required to pay the special charge, (and who are described in succeeding parts of this resolution).</li> <li>c. The special benefit accruing to those properties to be levied is considered to include improved access, improved amenity and appearance, improved roadside drainage, reduced mud and dust, reduced erosion and lessened nuisance.</li> <li>d. The following be specified as the area for which the special charge is declared:               <ul style="list-style-type: none"> <li>i. All those properties described in attachment 4 of this report and as highlighted on the plan included as attachment 2.</li> </ul> </li> <li>e. The following be specified as the land in relation to which the special charge is declared:               <ul style="list-style-type: none"> <li>i. All properties described in attachment 4 of this declaration.</li> </ul> </li> <li>f. The following be specified as the criteria which form the basis of the special charge so declared:               <ul style="list-style-type: none"> <li>i. Those properties fronting, abutting or adjacent to the works.</li> </ul> </li> </ul>	

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				<ul style="list-style-type: none"> <li>g. The following be specified as the manner in which the special charge so declared will be assessed and levied:                             <ul style="list-style-type: none"> <li>i. Existing lots, either developed or vacant, that gain, or will gain, primary (vehicular) access from a road being constructed would generally be required to contribute one benefit unit.</li> <li>ii. Existing lots, either developed or vacant, with side or rear abuttal to a road being constructed would generally be required to contribute one half benefit unit.</li> <li>iii. Existing lots, either developed or vacant, that gain, or will gain, primary access and also have side or rear abuttal to roads being constructed would generally be required to contribute one benefit unit.</li> <li>iv. Existing lots that have the potential to be further subdivided or developed may be allocated a multiple development benefit unit charge.</li> <li>v. The special charge will be levied by sending a notice to the person who is liable to pay, pursuant to Section 163 (4) of the Local Government Act, 1989.</li> </ul> </li> <li>h. The total cost of the works is the amount shown in attachment 4 of this report estimated at \$3,880,000.00.</li> <li>i. The total amount of the special charge to be levied is the amount shown in attachment 4 of this report estimated at \$ 731,500.00.</li> <li>j. Having regard to the proceeding parts of this resolution but subject to Sections 166(1) and</li> </ul>	

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				<p>167(6) of the Local Government Act, 1989, it is recorded that:</p> <ul style="list-style-type: none"> <li>i. The owners of the land described in columns A and B of the table in attachment 4 are estimated liable for the respective amounts set out in column F of the table in attachment 4 and;</li> <li>ii. Such owners may, subject to any further resolution of Council pay the special charge in the following manner:                             <ul style="list-style-type: none"> <li>1. The charge will become due and payable within one month of the issue of the notice requesting payment pursuant to Section 167(3) of the Local Government Act, 1989.</li> <li>2. The charge may be paid by:                                     <ul style="list-style-type: none"> <li>o Lump sum within one month of the issue of the notice without incurring interest, or</li> <li>o Quarterly instalments of principal and interest over a period of up to seven years.</li> </ul> </li> <li>3. Interest will not be charged for three months after the issue of the notice provided the person liable makes timely payment in accordance with the payment arrangements that may be agreed on by Council.</li> <li>4. In accordance with Sections 167(6)(b) and 172 of the Act, the</li> </ul> </li> </ul>	

Meeting Date	Item No.	Item	Status	Resolution	Action Taken
				<p>rate of interest which is payable on instalments is set at the 180 day bank bill rate as published in the Australian Financial Review plus one percent and reviewed every three months, (provided that it will not exceed the rate fixed by the Governor in Council by order of the purposes of Section 172(2A) in which case the rate of interest shall be the maximum rate fixed by the Governor in Council by order for the purposes of this section).</p> <p>k. There are no incentives for prompt payment, rebates or concessions associated with this special charge.</p>	
	6 2.5	Special Charge Scheme - Stoney Creek 2	Completed	<p>That Council:</p> <ol style="list-style-type: none"> <li>1 Acknowledge the majority property owner support as set out in this report to contribute to the construction of Lenne Street, Sutherland Road, and Haupt Place Beaconsfield Upper (as shown in attachment 2), including sealed pavement, kerb &amp; channel and associated drainage and incidental works.</li> <li>2 Approve the assessment of the benefit ratio for the proposed special rate and charge scheme as set out in attachment 3 of this report.</li> <li>3 Adopt the proposed area of the scheme and method of apportionment as set out in attachments 2 and 4 respectively.</li> <li>4 Give notice of intention to declare a special charge scheme in accordance with the proposed declaration set out in attachment 5 to fund the construction of Lenne Street, Sutherland Road and Haupt Place Beaconsfield Upper.</li> </ol>	Property owners notified -23/11/2022

Meeting Date	Item No.	Item	Status	Resolution	Action Taken
				5 Consider the declaration (attachment 5) at its meeting of 20 February 2023, or such later date as necessary. 6 Appoint the Mayor and/or ward Councillor and/ General Manager Infrastructure and Environment as a Council committee with a quorum of one to consider submissions received to Section 223 of the Local Government Act with respect to this scheme. 7 Authorise the General Manager Infrastructure and Environment to determine the administrative arrangements to enable submissions to be heard and considered. 8 Approve the public notice as set out in attachment 6 to be advertised in the Pakenham-Berwick Gazette and Hills Trader as newspapers that service the area.	
	6 2.6	Notice of Intention - Sealing the Hills - Hillside-Dorchester (Cockatoo) Catchment - Special Charge Scheme	Completed	That Council: 1. Acknowledge the majority property owner support as set out in this report to contribute to the construction of Hillside Road, Haven Court, George Road, Edmunds Road, Dorchester Road, Laneway Access, Haylock Avenue and Salisbury Avenue, Cockatoo (as shown in attachment 2), including sealed pavement, kerb & channel and associated drainage and incidental works. 2. Approve the assessment of the benefit ratio for the proposed special rate and charge scheme as set out in attachment 3 of this report. 3. Adopt the proposed area of the scheme and method of apportionment as set out in attachments 2 and 4 respectively. 4. Give notice of intention to declare a special charge scheme in accordance with the proposed declaration set out in attachment 5 to fund the construction of Hillside Road, Haven Court, George Road, Edmunds Road, Dorchester	Notices sent 23/11/2022 submissions (if any) to be considered before declaration report to Council.

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				<p>Road, Laneway Access, Haylock Avenue and Salisbury Avenue, Cockatoo.</p> <ol style="list-style-type: none"> <li>5. Consider the declaration (attachment 5) at its meeting of 20 February 2023, or such later date as necessary.</li> <li>6. Appoint the Mayor and/or ward Councillor and/ General Manager Infrastructure and Environment as a Council committee with a quorum of one to consider submissions received to Section 223 of the Local Government Act with respect to this scheme.</li> <li>7. Authorise the General Manager Infrastructure and Environment to determine the administrative arrangements to enable submissions to be heard and considered.</li> <li>8. Approve the public notice as set out in attachment 6 to be advertised in the Pakenham-Berwick Gazette and Hills Trader as newspapers that service the area.</li> </ol>	
	6 2.7	Request for Leave of Absence - Cr Owen	Completed	That Council note the request received from Cr Brett Owen for a leave of absence for the period 9 November to 26 November and retrospectively approve this request and further note that Cr Owen has requested that he not receive his Councillor allowance during this period of leave.	Approved by Council
	6 2.10	Update of Delegations to Staff	Completed	<p>That in the exercise of the powers conferred by the legislation referred to in the attached instrument of delegation, Cardinia Shire Council resolves that:</p> <ol style="list-style-type: none"> <li>1. There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached Instrument of Delegation to members of Council staff, the powers set out in that Instrument, subject to the conditions and limitations specified in that Instrument.</li> </ol>	New delegation in place



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				<ol style="list-style-type: none"> <li>2. The Instrument comes into force immediately the common seal of Council is affixed to the Instrument.</li> <li>3. On the coming into force of the Instrument all previous delegations to members of Council staff (other than the Chief Executive Officer) are revoked.</li> <li>4. The duties and functions set out in the Instrument must be performed, and the powers set out in the Instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.</li> </ol>	
	6 3.1	Rates & Charges Financial Hardship Policy	Completed	That Council adopts the revised Rates and Charges Financial Hardship Policy and application form, which now includes Special Charge Scheme debtors.	Policy in place
	6 4.1	Contract 18-028 Extension - Neutral Vendor Managed Services	Completed	That Council extends contract CT18-028 Neutral Vendor Managed Services to Comensura Pty Ltd for a further term of eleven months, with an expiry date of 30 September 2023..	CT18-28 updated
	6 4.2	Contract 22-025 - Feature Survey Package 20 to 27	Completed	That approval is given for the variation documented in this memo and for CT22-025 contract sum to be increased by an additional \$58,300.00 incl GST such that the new contract sum is increased to \$350,941.80 incl. GST. It is further requested that approval is given for the purchase order P222300304 to be varied accordingly.	CT22-025 amended accordingly
	6 4.3	Contract 22-032 - Pavement Renewal Works 2022-23	Completed	That Council: <ol style="list-style-type: none"> <li>1. Award the tender submitted by Downer EDI Works Pty Ltd to undertake the works associated with Contract 22-032 - Pavement Renewal Works on Toomuc Valley Rd in Pakenham, Bayles Cora Lynn Rd in Cora Lynn and Heads Rd</li> </ol>	Acceptance letter sent to Downer EDI Works Pty Ltd to undertake the works associated with Contract 22-032 - 28/11/2022

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				<p>in Yannathan for the contract sum of \$2,236,090.57 (Excl. GST)</p> <p>2. The remaining Tenderers be advised accordingly</p>	The remaining Tenderers were advised accordingly
	6 4.4	Contract 22-041 - Construction of First/Grenville Package Phase 1	Completed	That Council award Contract 22-041 First-Grenville Phase 1 to Maca Civil Pty Ltd for the total amount of \$6,855,129.92 excl. GST.	Contractor advised
	6 4.5	Contract 22-038 Construction of Toun-nun (Brunt Road) Integrated Child and Family Centre	Completed	That Council award Devco Project and Construction Management Pty Ltd Contract 22-038 – Construction of the Toun-nun Brunt Road Integrated Child and Family Centre Facility for a final tender price including Provisional Sums of \$6,816,326.00 excluding GST.	Contractor advised
	6.4.6	Quarterly Financial Report	Completed	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Receives and notes the quarterly financial report for the period 1 July 2022 to 30 September 2022.</li> <li>2. Notes that the Chief Executive Officer, as required under Section 97(3) of the Local Government Act 2020, is of the opinion a revised budget is not required.</li> <li>3. Approves the following variations that relate to Contracts:                             <ul style="list-style-type: none"> <li>- 22-025 Feature Survey Package 20-27, namely a Variation of \$58,300 (incl. GST).</li> <li>- 20-62 Toomuc Reserve Pavilions, namely a Variation of \$254,664 (incl. GST).</li> <li>- 22-060 Brunt Road Child and Family Centre, namely a Variation of \$64,629 (incl. GST) for design consultancy fees only.</li> <li>- 22-038 Toun Nun (Brunt Road) Integrated Child and Family Centre, which relates to the construction contract for this project. The Toun Nun (Brunt Road) Integrated Child and Family Centre project has now</li> </ul> </li> </ol>	Contact variations approved

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				been tendered for construction, Council gives delegation to the CEO, in accordance with the Conditions and Limitations as indicated in the Instrument of Delegation to the CEO, to approve Contract Over Expenditure exceeding the Public tender threshold of 10% of the original Contract Value, and that all variations experienced for this project be reported in the Council's Key Projects Quarterly Report.	
Town Planning Committee 05/12/2022	5.1	T220205 PA - Use of Land for a Place of Assembly at Lot 2, Manks Road, Koo Wee Rup	Application withdrawn		No action required
	5.2	T220221 Use and Development of the land for a Contractors Depot	Completed	It is recommended that a Refusal to Grant Planning Permit T220221 be issued for the use and development of the land for a Contractors Depot at L1 TP391964, 205 Seven Mile Road, Nar Nar Goon VIC 3812 on grounds.	Refusal issued 20/12/2022
	5.3	T220197 PA - Buildings and Works (Construction of a Shed) - 99 Split Rock Road, Beaconsfield Upper	Completed	That Council refuse to grant Planning Permit T220197 for Buildings and Works (Construction of a Shed) at CA 18 SEC C Parish of Gembrook, 99 Split Rock Road, Beaconsfield Upper VIC on grounds.	Refusal issued 20/12/2022
Council Meeting 12/12/2022	6 1.1	28 Beaconsfield-Emerald Road, Beaconsfield Upper	Completed	That Council issue a Notice of Decision to Grant Planning Permit T210780 for a three (3) lot subdivision and removal of native vegetation at 28 Beaconsfield – Emerald Road, Beaconsfield Upper 3808 subject to conditions.	NOD issued 15/12/2022
	6.2.2	Appointment of Acting Chief Executive Officer	Completed	That Council appoint the General Manager Customer, People and Performance, Jenny Scicluna as Acting Chief Executive	Appointment confirmed

Meeting Date	Item No.	Item	Status	Resolution	Action Taken
				Officer for the period 12 December 2022 to 6 January 2023 during a period of leave by the Chief Executive Officer	
	6.2.3	Appointment of Councillors to Audit and Risk Committee	Completed	<p>The Mayor called for nominations for the first vacancy to be filled for the Audit and Risk Committee.                      Cr Kowarzik nominated himself, seconded by Cr Davies                      As Cr Kowarzik was the only remaining candidate, he was appointed to fill the first vacancy</p> <p>The Mayor called for nominations for the second vacancy to be filled for the Audit and Risk Committee.                      Cr Ryan nominated Cr Cameron seconded by Cr Ross                      Cr Moore nominated Cr Davies seconded by Cr Ross                      The Mayor asked each candidate to speak to their nomination.                      The Mayor then put the matter to the vote and Cr Davies was elected and appointed to fill the second vacancy.</p>	Councillors Advised
	6.2.4	Update - Sealing the Hills Program	In progress	<p>That Council:</p> <ul style="list-style-type: none"> <li>• Provide endorsement under the CEO for Council Officers to continue to advocate for the delivery of the 'Sealing the Hills' project.</li> <li>• Note the advocacy effort that has been undertaken</li> </ul>	Advocacy efforts continue
	6.4.1	Ct 22-029 - Immunisation Service Tender Outcome	Completed	That Council note the outcome of the tender and select Kernow Environmental Services Pty Ltd to be awarded Contract 22-029, for the period of 2023-2025 for the total contract price of \$934,633.34.	Contract executed - 21/12/2022