



# Cardinia

**MINUTES OF GENERAL COUNCIL MEETING**

**MONDAY, 19 JUNE 2017**

## MINUTES OF GENERAL COUNCIL MEETING

held in the Council Chambers, 20 Siding Avenue, Officer  
on Monday, 19 June 2017  
The meeting commenced at 7pm

**PRESENT:** Mayor, Brett Owen, Chairman

Councillors Michael Schilling, Collin Ross, Jodie Owen, Graeme Moore, Ray Brown, Jeff Springfield, Leticia Wilmot

Messrs Garry McQuillan (CEO), Mike Ellis (GMAS), Derek Madden (GMCS), Andrew Paxton (GMPD), Jenny Scicluna (GMCWB), 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.

### APOLOGIES:

Cr Carol Ryan

### OAM recipients

Before proceeding to the business before the meeting the Mayor took the opportunity to acknowledge and congratulate several residents who received Order of Australia medals announced on the Queen's Birthday public holiday.

June Wright from Koo Wee Rup was recognised with an OAM for her service to young people through the scouting movement for over 40 years.

Professor Dorothy Scott from Macclesfield was recognised for her service in particular to child protection and wellbeing as an advocate for children's rights and education.

Patricia Malowney was recognised for her service to disability services in particular as an ambassador for 'Outlook' in Pakenham, although not a local resident she provides invaluable support to the local disability community.

The Mayor noted that Council is fortunate that we have people of this calibre involved in our communities.

The Mayor also welcomed Mr Mike Ellery, Council's Senior Citizen of the Year, who was the Council's guest for the evening and reiterated and acknowledged his contribution to the local community thanking him for his service and commitment.

**CONFIRMATION OF MINUTES OF MEETINGS**

Moved Cr R Brown Seconded Cr J Owen

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

- General Council Meeting 15 May 2017
- Special Council Meeting 16 May 2017
- Special Council Meeting 29 May 2017
- Town Planning Committee 5 June 2017

Cd.

**DECLARATION OF PECUNIARY AND OTHER INTERESTS**

The Mayor advised that he had an indirect interest in Item 1 on the agenda due to his wife being Vice President of one of the groups that had applied for one of the grants.

Cd

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## GENERAL REPORTS

The Mayor having declared an interest in the following matter called for nominations for the appointment of a Temporary Chairperson

Moved Cr Collin Ross that Cr Jodie Owen as Deputy Mayor be elected as Temporary Chairperson seconded by Cr Leticia Wilmot

Cd

The Mayor left the Chamber at this stage and Cr Jodie Owen took the chair

### 1 **2017-18 COMMUNITY CAPITAL WORKS AND MAJOR EQUIPMENT GRANT RECOMMENDATIONS**

FILE REFERENCE INT1738498

RESPONSIBLE GENERAL MANAGER Jenny Scicluna

AUTHOR Cheryl Casey; Bronwyn Fleming

#### RECOMMENDATION

That Council:

1. Considers and approves the Community Capital Works and Major Equipment grant recommendations
2. Support the Community Capital Works Grants Terms and Conditions to be reviewed and updated in line with current policy guidance.

#### Attachments

1	2017-18 Community Capital Works Program final recommendations, circulated to Councillors only	5 Pages
2	Community Capital Works grants policy	3 Pages
3	Major equipment grant guidelines	2 Pages
4	Community Capital Works Terms and Conditions 2017-18	13 Pages
5	Major Equipment Terms and Conditions 2017-158	6 Pages

#### EXECUTIVE SUMMARY

The 2017-18 round of the Community Capital Works Grants program received 39 applications from 36 community organisations with a total request of \$338,557.43 in grant funds. Two organisations applied for Major Equipment Grants with a total request of \$8060 in grant funds. The Major Equipment Grants pool is offset by a proportion of income received for the lease of council land for telecommunication towers. Total grant funds applied for is \$346,617.43.

On initial assessment of the 41 applications received the Council staff grant assessment panel found 33 applications required additional information for accurate assessment. Grant applicants were given an extension to provide additional information to support their application. An additional Council staff grant assessment panel meeting was subsequently held to ensure the applications

fully met the risk and Council criteria. This information was then presented to the Councillor grant panel to make the final recommendation. Although the additional Council staff assessment step in the process has resulted in a delay and significant increase in workload to the process, it is felt by all involved that in requesting the information upfront there is greater clarity on what is being funded and an understanding gained by applicants on the compliance requirements.

Final recommendations are provided in the 2017-18 Community Capital Works Grant Program final recommendations spreadsheet. Both assessment panels support 29 applications, the final recommendation for 1 application is held over awaiting further information, 2 applications were ineligible under the grant eligibility criteria, 9 grants were not supported due to insufficient information provided during the application process. Grants supported include 10 projects in Central Ward, 11 projects in Port Ward and 8 projects in Ranges ward.

## BACKGROUND

The annual Community Capital Works and Major Equipment grant programs are administered by the Child and Community Places team. The portfolio moved across from Community Strengthening to the new Child and Community Places team in October 2016 and sits with the newly created part time position of Community Places Officer.

The grants information and assessment process to date is as follows:

Date	Task
October 2016	Information sent out to community groups through existing Community Strengthening, Recreation, Aging Well, Child and Community Places networks. Information provided through website, social media and Councillor Bulletin.
9 November 2016	<p>Daytime and evening information sessions held with 21 attendees. Key liaison officers from Recreation, Child and Community Places, Buildings and Facilities and Environment attended information sessions to discuss projects with community groups.</p> <p>Information was provided to community groups to support their project planning including contact details for key Council staff, project planners, insurance requirements etc.</p> <p>2017/18 Grants Application form is available to view online</p>
30 January - 10 March 2017	Applications were opened with a total of 41 applications received.
14 March - 29 March 2017	<p>Over a two-week period, Council staff assessment took place where the assessment panel independently completed an assessment of each project. This culminated in an assessment panel where the outcome and requests for further information was recorded.</p> <p>The following staff were involved in the grants assessment process;</p> <p>Mark Hewish - OHS Officer - OHS and volunteer labour assessment and grants panel Hayley Cork - Risk Officer - insurance assessment</p>

Date	Task
	Fiona Christopher - Coordinator Recreation Development - individual recreation grants assessment Greg Polson - Recreation Project officer - participated in grants panel Ben Fenton - recreation Liaison Officer - participated in grants panel Sharon Lenehan - Coordinator Child and Community Places - individual and grants panel assessment of Community places and kindergartens Gordon Campbell - Building and Facilities Maintenance Officer- building assessment of projects valued at less than \$25,000 John Davey - Coordinator Buildings and Facilities Contracts - building assessment of projects valued greater than \$25,000 Walter Carmignani - Manager Buildings and Facilities - participated in grants panel Jo-Anne Torpy - Buildings and Facilities Project Officer Ben Essing - Municipal Building Surveyor - assessment of permit requirements and grants panel Brett Monkton - Environment Officer - assessment of environmental aspects and grants panel
30 March - 13 April 2017	Of the 41 applications received 33 applications required further information to ensure an accurate assessment could be considered. Detailed requests for further information were sent to groups. The volume of additional information required delayed the assessment process.
19 April 2017	Final Council Staff assessment was held to consider further information provided and establish a recommendation for each grant.  The staff assessment panel supported 28 projects and did not support 11 projects due to lack of information provided in the grant application plus failure to provide further information when requested. Two grants were ineligible for funding.
8 May 2017	Council Staff recommendations presented to the Councillor Grants Panel
9 May	Council staff and Councillor Grants panel recommendations presented to SLT
15 May	Recommendations presented at Councillor Briefing

The Child and Community Places team is committed to the ongoing evaluation of the grant process to strengthen and improve it and reduce internal risk - while continuing to provide excellent customer service, and positive community outcomes.

The team plan to review:

- feedback from the information sessions and follow up groups that attended a session but did not apply for a grant to identify barriers to accessing the grants,
- feedback from grant recipients and project managers to identify how best to support projects ensure successful outcomes and
- an internal evaluation by grant assessors to identify improvements to the application process and information required.

## **POLICY IMPLICATIONS**

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

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

## **RELEVANCE TO COUNCIL PLAN**

### **Our People**

Variety of recreation and leisure opportunities

### **Our Community**

Our diverse community requirements met  
Increased levels of community participation

### **Our Environment**

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

## **CONSULTATION/COMMUNICATION**

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

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

## **FINANCIAL AND RESOURCE IMPLICATIONS**

- 30 grants to a value of \$276,719.89 have been supported through the assessment process.



- A final recommendation for the Pakenham Tennis Club application valued at \$35,000 has been held over pending further information
- The final figure is subject to change as it is recognised that some conditions placed on successful grants may result in increased costs associated with the project. The assessment panel recommends to increase grant funding dollar for dollar for those grants to meet additional costs due to conditions placed on the grant
- The balance of funds in the Community Capital Works Grant and Major Equipment grant budget of \$238,280.11 will be maintained for emergency capital works projects that address safety or compliance issues within community facilities.

## CONCLUSION

Through a successful grants information and application process 39 Community Capital Works grants and two Major Equipment grant applications were submitted. Of the 41 grant submissions 33 grants required additional information for staff to assess project viability, delaying the grants assessment process. Final recommendations for 29 grants have been achieved through a rigorous assessment process, one grant is held over awaiting further information. Final recommendations are outlined in the 2017-18 Community Capital Works Grant Program final recommendations. Based on the information provided Council is asked to endorse the recommendations presented by Council staff and Councillor panel.

**1 2017-18 COMMUNITY CAPITAL WORKS AND MAJOR EQUIPMENT GRANT RECOMMENDATIONS**

Moved Cr M Schilling Seconded Cr C Ross

That Council:

1. Considers and approves the Community Capital Works and Major Equipment grant recommendations
2. Support the Community Capital Works Grants Terms and Conditions to be reviewed and updated in line with current policy guidance.

Cd.

The Mayor returned to the Council Chamber at this stage and resumed in the Chair

## **2 CASEY CARDINIA LIBRARIES LIBRARY PLAN AND DRAFT BUDGET 2017-2018**

FILE REFERENCE INT1738509

RESPONSIBLE GENERAL MANAGER Jenny Scicluna

AUTHOR Jenny Scicluna

### **RECOMMENDATION**

That:

1. Council endorses the Casey Cardinia Libraries Library Plan and Strategic Resource Plan 2017-2021.
2. Council endorses the Casey Cardinia Library Budget 2017-2018, and
3. The Chief Finance Officer undertakes an annual review of the draft budget and Strategic Resource Plan of Casey Cardinia Libraries to secure approval in principle prior to the proposed budget being presented to the Casey Cardinia Libraries Board for endorsement.

### **Attachments**

- |  |             |
|--|-------------|
| 1 Casey Cardinia Libraries Draft Library Plan 2017-2021 and Draft Library Budget 2017-18 | 56<br>Pages |
|--|-------------|

### **EXECUTIVE SUMMARY**

The Casey Cardinia Libraries' Library Plan 2017-2021 and draft Budget 2017-2018 have been prepared by the corporation and forwarded to both councils on May 2, 2017 to be considered for adoption. The Library Corporation is required under Section 125 of the Local Government Act to submit planning documents for the delivery of library services. A new inclusive approach to development of the Plan has seen a refreshing and future thinking strategic document being produced and endorsed by the Board for further consultation.

### **BACKGROUND**

The Library Plan establishes the direction for the development and improvement of Casey Cardinia Libraries' services over a four year period. It is a requirement under Section 125 of the Local Government Act and forms the primary planning document for the delivery of library services. The Library Plan includes a draft Strategic Resource Plan in the form of standard statements describing required financial resources and non-financial resources, including human resources in respect of the coming four financial years.

It should be noted that during the 16/17 financial year a new CEO of Casey Cardinia Libraries was appointed. The new CEO, Chris Buckingham, has led the staff of Casey Cardinia Libraries through a vibrant, inclusive planning process that has resulted in the creation of new organisational values and development of a progressive Library Plan that has been endorsed by the Board.

Five strategic directions over the next four years reflect the ongoing priorities of Casey Cardinia Libraries:

1. The Knowledge Well - Create safe and welcoming places where everyone can gather, learn, share and grow.

2. Leadership and Innovation - Lead positive change through partnerships and teamwork.
3. Resilience - Strengthen capacity in our growing community.
4. Literacies - Encourage reading and lifelong learning.
5. Organisational Performance - Build an outstanding and innovative organisation.

The Library Plan is amended annually in regard to performance targets, dates, budget figures and any changes to service provision that occur from one year to the next.

Highlights of the draft Library Plan 2017-2021 include:

- Invest in ICT that enhances the library user experience and enables greater staff productivity
- Form robust partnerships with organisations that support literacy and lifelong learning
- Recognised contribution to community wellbeing and social equity
- Host events and performances that inspire creativity and learning
- Create a people focussed organisation that is quick to embrace new ways of doing things

## **POLICY IMPLICATIONS**

Nil.

## **RELEVANCE TO COUNCIL PLAN**

The Casey-Cardinia Library Corporation's Draft Library Plan 2017-2021 and draft Budget 2017-2018 are relevant to the Council Plan 2013-2017 in accordance with the section "Our People" and specifically the objective to provide "access to a variety of services for all" and "learning opportunities for all ages and abilities".

## **CONSULTATION/COMMUNICATION**

Casey Cardinia Libraries prepares an annual Draft Library Plan and Budget that are forwarded to both councils in November. The draft Budget is subsequently amended as necessary following receipt by the library corporation of population and library usage data to the end of March and the final draft is then forwarded to both Councils for formal adoption. Council received the current draft on May 2nd 2017. Casey Cardinia Libraries will publically advertise the budget and Library Plan and call for submissions from the Community over the coming weeks.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

Cardinia Shire Council has a financial obligation as outlined in the Casey Cardinia Libraries Regional Library Agreement to provide funding from its Operating Budget annually towards the costs of the Casey-Cardinia Library Corporation. It should be noted that this agreement is an ongoing agreement and is currently under review as part of a five yearly review cycle.

Whilst formal advice has not yet been received, based on population and CPI increases it is estimated that a contribution of approximately \$2,482,785 will be allocated by the Victorian Government towards the cost of running the library service in 2017/18.

The draft Budget 2017-2018 contains forecasts for the operating costs of the Casey Cardinia Libraries over the next twelve months and incorporates estimated income from Victorian Government as well as the two member councils, determined by a formula for calculation. The proposed 2017-2018 draft Budget for the Casey Cardinia Libraries includes a core contribution by Cardinia Shire Council of \$1,873,625. This represents 26.5% of the total council contribution

(Casey meets 73.5%) and a 2.61% increase on the previous year's contribution. Allowance has been made in Council's Operating Budget 2017/18 for the library contribution.

The average municipal per-capita contribution to Casey Cardinia Libraries in 2017-2018 is budgeted at \$27.21, which continues to compare favourably with the state municipal averages for public libraries (the most recently reported state average was \$43.17 in 2015/16). There was some discussion at the Board Meeting that the divide between average spend per capita was potentially untenable into the future. The Library Plan flags further discussion on this matter in Action 3.2 of the Plan.

## **CONCLUSION**

The proposed Casey Cardinia Libraries Draft Library Plan 2017-2021 and draft Budget 2017-2018 serve the purpose of achieving compliance with the Local Government Act whilst also providing strategic tools for the Library Corporation and Council in planning and delivery of library services to the community.

**2 CASEY CARDINIA LIBRARIES LIBRARY PLAN AND DRAFT BUDGET 2017-2018**

Moved Cr M Schilling Seconded Cr J Owen

That:

1. Council endorses the Casey Cardinia Libraries Library Plan and Strategic Resource Plan 2017-2021.
2. Council endorses the Casey Cardinia Library Budget 2017-2018, and
3. The Chief Finance Officer undertakes an annual review of the draft budget and Strategic Resource Plan of Casey Cardinia Libraries to secure approval in principle prior to the proposed budget being presented to the Casey Cardinia Libraries Board for endorsement.

Cd.

### **3 EMERALD VILLAGE COMMITTEE REQUEST TO AMEND CURRENT DEED OF DELEGATION**

FILE REFERENCE INT1738503

RESPONSIBLE GENERAL MANAGER Jenny Scicluna

AUTHOR Allison Howard

#### **RECOMMENDATION**

That Council accept Emerald Village Committee's recommendation to revert back to the previous terms and conditions of their Deed of Delegation, by undertaking biennial general meetings and requiring committee members to serve a minimum of two years' service and the Deed of Delegation be amended accordingly.

#### **Attachments**

Nil

#### **EXECUTIVE SUMMARY**

This report advises Council of a request from the current Emerald Village Committee for amendments to the existing Deed of Delegation for the Emerald Village Committee. These amendments include reverting back to biennial annual general meetings and two year terms of service of committee members.

#### **BACKGROUND**

At a meeting held on Tuesday, 30 May 2017 the Emerald Village Committee moved that pending their upcoming Annual General Meeting in June, that the current Deed of Delegation be amended to reflect biennial general meetings and two year terms of service for committee members.

Members of Special Committees require appointment by Council resolution pursuant to Section 86 of the Local Government Act. The Act requires that Council approves the membership of Special Committees.

#### **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 community consultation, refer minutes from the Emerald Village Committee dated 30 May, 2017.

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

Nil.

**CONCLUSION**

It is appropriate for the Council to accept requested amendments to the current Deed of Delegation.



**3 EMERALD VILLAGE COMMITTEE REQUEST TO AMEND CURRENT DEED OF DELEGATION**

Moved Cr J Owen Seconded Cr G Moore

That Council accept Emerald Village Committee's recommendation to revert back to the previous terms and conditions of their Deed of Delegation, by undertaking biennial general meetings and requiring committee members to serve a minimum of two years' service and the Deed of Delegation be amended accordingly.

Cd.

## 4 DOCUMENTS FOR SEALING

FILE REFERENCE INT1733012

RESPONSIBLE GENERAL MANAGER Derek Madden

AUTHOR Sharon Voltan

### RECOMMENDATION

That Council note the fixing of the Common Seal to the documents listed below and the seal be affixed to the other documents as listed.

### Attachments

Nil.

### EXECUTIVE SUMMARY

Under Council's Meeting Procedure Local Law, the Common Seal may be affixed to a document for the purpose of giving effect to a decision:

- a) Made by Council resolution;
- b) Made by resolution of a Special Council meeting under delegation; or
- c) Made by the Chief Executive Officer under delegation.

Accordingly, the Council Seal was affixed to the following documents:

DESCRIPTION	AUTHORISATION	SEAL DATE
<i>Design and construct agreement 15/35 Manestar Road Bridge replacement, Upper Beaconsfield</i>	Council resolution 20 February 2017	23 March 2017
<i>Transfer of land 270 Cardinia Road, Officer to CSC - Acquisition of land Kaduna Park</i>	CEO under delegation	29 March 2017
<i>Contract 16/06 Engineering technical services between CSC &amp; Morphum Environmental Ltd</i>	Council resolution 16 January 2017	29 March 2017
<i>Lease at premises 6e Henry Street, Pakenham between CSC and Cardinia U3A</i>	Council resolution 20 March 2017	30 March 2017
<i>Contract 17/10 - Deep Creek Reserve bulk earthworks - Goldsmith Civil &amp; Environmental Pty Ltd &amp; CSC</i>	Council resolution 20 March 2017	19 April 2017
<i>CSC &amp; Patterson Cheney Investments P/L - purchase of reserve 1 on PS74955Y (Plan), part 195 Rix Road, Officer (Land)</i>	CEO under delegation	19 April 2017
<i>Contract 16/06A CSC &amp; Engineering Technical Services</i>	Council resolution 16 January 2017	24 April 2017
<i>Contract 16/06H CSC &amp; Engineering Technical Services - Pitt and Sherry &amp; CSC</i>	Council resolution 16 January 2017	24 April 2017
<i>Contract 17/04 - Lang Lang Recreation Reserve Civil works package - CSC &amp; Lasergrade P/L</i>	Council resolution 20 February 2017	24 April 2017
<i>Lot 2 on plan of subdivision PS 740739N being part of the land contained in certificates of title volume 10797 folio 683 and volume 10799 folio 634. Part closed government road butting 14 Hamilton Road, Emerald</i>	Council resolution 18 March 2013	1 May 2017
<i>CT16/06 - Engineering technical services - letter of acceptance</i>		1 May 2017

The following documents require the affixing of the Council Seal:

- Creation of easement at 65 Mary Street, Officer in relation to drainage assets between Carwood Properties Pty Ltd and Cardinia Shire Council.
- Transfer of Land document in regard to the purchase of 117 Bridge Road, Officer from Satterley Officer Pty.

#### 4 DOCUMENTS FOR SEALING

Moved Cr J Owen Seconded Cr G Moore

That Council note the fixing of the Common Seal to the documents listed below and the seal be affixed to the other documents as listed.

Cd.

## POLICY REPORTS

### 5 **PROCUREMENT POLICY**

FILE REFERENCE INT1738483

RESPONSIBLE GENERAL MANAGER Derek Madden

AUTHOR Bruce Walker

#### RECOMMENDATION

That Council adopt the revised Procurement Policy as attached.

#### Attachments

1 Revised Procurement Policy 6 Pages

#### EXECUTIVE SUMMARY

To undertake an annual review of the Procurement Policy.

#### BACKGROUND

Section 186A of the Local Government Act required that the Council prepare and adopt a Procurement Policy. This was initially adopted in September 2009. Section 186A also required that the Council review the Policy every 12 month. This Briefing paper provides for this annual review. It is recommended that Council adopts several amendments to the Policy as detailed in the Consultation/communication section of this report, below.

#### POLICY IMPLICATIONS

Council last reviewed the Procurement Policy in May 2016 and is now required to review the Policy for the 2016-17 financial year.

#### RELEVANCE TO COUNCIL PLAN

Nil.

#### CONSULTATION/COMMUNICATION

The Policy has been discussed with relevant staff and the following changes are recommended:

1. Minor changes to format and order of information
2. Section 4 - Treatment of GST
3. Section 5.8 Quotations, Specifications and Tenders - clarification of quotation requirements
4. Section 5.11 Risk Management - clarification of requirements
5. Section 5.12 Achieving Value for Money - clarification of Procurement objectives
6. Section 5.15 Diversity - Inclusion of this new requirement
7. Section 7. Administrative Updates - Inclusion of this Section. Describes public access to this Policy

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8. Section 8. Glossary of Terms - inclusion of new Terms.

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

Having a robust Procurement Policy ensures that wherever possible Council will receive value for money in its purchasing processes and procedures

#### **CONCLUSION**

To comply with the provisions of Section 186A (7) of the Local Government Act, Council must review the Procurement Policy each financial year and it is recommended that the Policy as attached be approved.

## 5 PROCUREMENT POLICY

Moved Cr J Owen Seconded Cr G Moore

That Council adopt the revised Procurement Policy as attached.

Cd.

## **6 ADOPTION OF THE PEDESTRIAN AND BICYCLE STRATEGY (JUNE 2017)**

FILE REFERENCE INT1738476

RESPONSIBLE GENERAL MANAGER Andrew Paxton; Jenny Scicluna

AUTHOR Emily Killin

### **RECOMMENDATION**

That Council:

1. Note the feedback received during community consultation on the draft *Pedestrian and Bicycle Strategy (January 2017)* and support a number of changes to the strategy as a result of the feedback received.
2. Note the *Pedestrian and Bicycle Strategy Consultation Report (May 2017)*.
3. Adopt the *Pedestrian and Bicycle Strategy (June 2017)*.

### **Attachments**

- |   |           |
|---|-----------|
| 1 Pedestrian and Bicycle Strategy (June 2017)           | 130 Pages |
| 2 Pedestrian and Bicycle Consultation Report (May 2017) | 26 Pages  |

### **EXECUTIVE SUMMARY**

Council successfully sought \$30,000 of funding as part of Sport and Recreation Victoria's 2015/16 Community Facility Funding Program. Council contributed an additional \$30,000 and a budget of \$60,000 was used to engage a qualified consultant to develop a new Pedestrian and Bicycle Strategy for the municipality. In late 2015 Council engaged Tract Consultants to work with Council officers to prepare this Strategy.

In January 2017 a draft *Pedestrian and Bicycle Strategy* was finalised and released for public comment for a period of six weeks from 20 February to 3 April 2017. Council received 539 responses to an online questionnaire and had approximately 20 attendees at Open House sessions at Emerald, Pakenham and Koo Wee Rup. Council also received a total of five submissions from community groups and Victorian Government agencies.

As a result of the submissions received a number of changes have been made to the draft *Pedestrian and Bicycle Strategy (January 2017)*. It is recommended that the finalised *Pedestrian and Bicycle Strategy (June 2017)* be adopted by Council.

### **BACKGROUND**

Cardinia Shire Council's current Pedestrian and Bicycle Strategy was developed in 2003. Since the development of this strategy, Cardinia Shire has experienced significant population growth which has resulted in population projections well above those that informed the 2003 strategy. The rapid rate of urban development in Cardinia has led to a somewhat ad-hoc approach to the delivery of an integrated paths and trails network.

Council successfully sought \$30,000 of funding as part of Sport and Recreation Victoria's 2015/16 Community Facility Funding Program. Council contributed an additional \$30,000 and a budget of \$60,000 was used to engage a suitable qualified consultant to develop a new Pedestrian and Bicycle



Strategy for the municipality. In late 2015 Council engaged Tract Consultants to work with Council officers to prepare this Strategy.

The consultants were provided with a project aim; to provide a guiding framework for Council to undertake incremental development of a comprehensive walking and cycling network throughout the Shire and to identify the future development needs for the expected rapid population growth. The vision that the strategy is seeking to achieve is; to develop Victoria's premier shared pathway network for all abilities where practicable to connect Cardinia's residents, businesses and visitors to town centres, schools, and main tourist attractions.

To achieve the vision, six principles provide a guiding framework for the development and implementation of a successful trail network:

- The Cardinia experience
- Health and wellbeing
- All abilities access
- Safety and perception
- Connecting people and places
- Awareness and education

A draft *Pedestrian and Bicycle Strategy* was finalised in January 2017 and is a big picture 20 year (or more) visioning strategy that focuses on a proposed regional trail networks to link Cardinia's townships and major recreation and tourism offerings. The 11 regional trails proposed in the Strategy are ambitious and will require external funding support in the form of grants or contributions. The intent of the Strategy is to act as the strategic justification for Council to seek this funding. This Strategy is not committing Council to the funding for the delivery of this path infrastructure; rather it provides the strategic justification for the funding to be sought.

Community consultation on the draft Strategy was conducted for a period of six weeks from 20 February to 3 April 2017. Council received 539 responses to an online questionnaire and approximately 20 people attended Open House sessions at Emerald, Pakenham and Koo Wee Rup. Council also received a total of five submissions from community groups and Victorian Government agencies.

A Consultation Report (Attachment 2) was prepared by the consultants which groups the submissions received into themes and lists a number of recommendations as to how the Strategy should be amended to address these themes. Table 1 outlines the recommendations and subsequent changes that have been made to the draft Strategy.

**Table 1. Recommendations in the Consultation Report and changes to the draft Strategy**

Recommendation	Any change to the draft Strategy?	Reason
Executive Summary Ensure the scope of the strategy is clearly outlined in the Executive Summary.	Yes Add text in the Executive Summary that clearly outlines the purpose and scope of the Strategy.	This will ensure the purpose and scope of the Strategy is clear to readers from the outset.
Section 1.2 - Benefits of Walking and Cycling	Yes	The Strategy did not mention behaviour change and this is an

Recommendation	Any change to the draft Strategy?	Reason
Acknowledge that behaviour change can be a result of increased pedestrian and cycling activity.	Add a paragraph to Section 1.2 which outlines that increased walking and cycling activity in the Shire will lead to mutual recognition between vehicles, pedestrian and cyclists.	important benefit of increased walking and cycling activity particularly in relation to increased safety for all road users.
Section 3.1 - Understanding the needs of Walkers & Cyclists and Section 5.1 - Signage and Wayfinding  Add a notation that outlines the degree of difficulty will vary for different trails and this will be indicated to users through signage.	No	The intent of this Strategy is not to consider the format of way finding signage. It is identified in the Strategy that way finding signage is important however the format and design of this will be considered as part of the project development process.
Section 4.2 - Guiding Principles  Identify that the Principles are not in order of priority	Yes  Add a sentence that explains the Principles are not in order of priority and will all be considered equally in the implementation of the proposed trail network.	There was a significant amount of feedback in relation to the priority of the principles. There was never a priority order to these, however this did not seem to be clear in the Strategy.
Section 4.2 - Guiding Principle 5 Connecting People & Places  Add further information about the benefits the proposed trail infrastructure could have for tourism.	Yes  Add a sentence that identifies that the delivery of the proposed trail infrastructure could result in Cardinia being a walking and cycling destination as well as increasing patronage to townships and activity centres.	Tourism was mentioned in the Strategy although it was not clear on the types of tourism benefits the delivery of the trail infrastructure may evoke.
Section 4.2 - Guiding Principles  Amend guiding Principle 1 - The Cardinia Experience to acknowledge the communities concern for the preservation of the natural environment.	Yes  Rename Principle 1 from 'The Cardinia Experience' to 'The Cardinia Environment' and include reference to ensuring the proposed trail infrastructure does not negatively impact on environmentally significant areas.	There was a considerable amount of concern from the community that environmental preservation had not been addressed in the Strategy.
Section 4.5 - Regional Trails  Acknowledge a potential connection to Tooradin as part of the Southern Rail trail.	Yes  In the 'wider network connectivity' section of the summary table for the Southern	There was a number of comments and discussion at the Koo Wee Rup Open House session about the potential to connect to Tooradin.

Recommendation	Any change to the draft Strategy?	Reason
	Rail Trail acknowledge a possible connection to Tooradin.	
<p>Section 4.5 - Regional Trails</p> <p>Acknowledge that a variety of users will be considered at the detailed design phase.</p>	<p>Yes</p> <p>In the summary table of each of the proposed trails acknowledge that a variety of users will be considered when detailed design of the paths is being carried out.</p>	<p>There was concern from a number of users including horse riders, BMX bike riders, mountain bike riders, hand cyclists and speed skaters that the Strategy did not consider them.</p>
<p>Section 4.5 - Regional Trails</p> <p>Change the delivery priority of three of the proposed trails to reflect the community feedback.</p>	<p>Yes</p> <ul style="list-style-type: none"> <li>• Change the delivery priority of the:                             <ul style="list-style-type: none"> <li>- Deep Creek trail from medium to low</li> <li>- Pakenham to Railway Towns trail from medium to high</li> <li>- Beaconsfield to Emerald trail from low to medium</li> </ul> </li> </ul>	<p>Priorities were changed as a result of the community feedback in relation to how they were scored and the number and type of comments provided.</p>
<p>Chapter 5 - Supporting Network Infrastructure &amp; Implementation</p> <p>Add a 'Next Steps' section to clearly outline the key implementation stages and actions, as well as the proposed implementation timeframes.</p>	<p>Yes</p> <p>Add a paragraph to Section 5 that identifies the purpose of the Strategy as an advocacy tool to seek funding to deliver the path infrastructure. Funding will be advocated for in the order of the priority of the proposed trails but may also be influenced by other external factors.</p>	<p>Chapter 5 relates to Implementation, but it was not clear in this section what the purpose of the Strategy is and how it will be used moving forward.</p>
<p>Section 5.4 - Other Actions</p> <p>Add an action to develop a marketing strategy to inform user groups and the community of the construction timelines, implementation progress and completion of the trails.</p>	<p>No</p>	<p>This is not the intent of the Strategy. It is already identified in the Strategy that community consultation will be undertaken as part of the detailed design of each of the paths once funding has been received. This consultation will be promoted to the community and inform the community of these factors.</p>
<p>Section 5.4 - Other Actions</p> <p>Add a notation to identify that the use of separated bikeways should be considered where there is a high chance of</p>	<p>No</p>	<p>This is beyond the scope of the strategy as this level of detail will be considered at the detail design phase. There will be further consultation carried out during when the detailed design</p>

Recommendation	Any change to the draft Strategy?	Reason
potential conflict between pedestrians and cyclists.		of each of the proposed paths is carried out.

A number of minor changes have also been made to the draft Strategy as a result of internal consultation, these changes are independent of the feedback received from the community engagement process:

- Modifications to clarify some content.
- Correction of typos and inconsistencies.
- Addition of a new row in each of the trail summary tables to identify factors that will be considered when detailed design is being completed for each of the paths. This change was introduced to ensure accessibility is captured in more detail in the Strategy. The opportunity was also taken to identify a range of other factors that also need to be considered at the detailed design stage.
- Greater consideration of potential environmental constraints to be considered when delivering some of the trail infrastructure including significant vegetation, habitat for the southern brown bandicoot and ensuring vegetation offset sites are protected.

### Next Step

1. Following Council adoption of the *Pedestrian and Bicycle Strategy (June 2017)* the Strategy will form the strategic justification for Council to submit applications for state and federal government grant applications to seek funding to assist in the delivery of the proposed trail network.

### POLICY IMPLICATIONS

This project has positive policy implications as the *Pedestrian and Bicycle Strategy (June 2017)* will ensure that Council has a more relevant and up-to-date strategy to guide the development of an integrated pedestrian and bicycle network across the Shire. Council's current strategy was developed in 2003 and is no longer considered relevant due to the rapid population growth experienced since its preparation.

### RELEVANCE TO COUNCIL PLAN

The preparation of the *Pedestrian and Bicycle Strategy (June 2017)* supports several initiatives of the Council Plan:

- 1.4 Improved health and wellbeing for all
  - Source funding and deliver a range of initiatives that promote healthy living.
  - Support children, young people, families, older adults and people of all abilities by providing a range of accessible services and facilities.
- 1.5 Variety of recreation and leisure opportunities
  - Provide active and passive recreation facilities to meet the needs of our residents.
  - Increase opportunities for our residents to participate in a range of sport, recreation and leisure activities.
- 2.2 Engaged communities
  - Promote opportunities that encourage community participation in Council policy and strategy development.
- 2.4 Improved health and wellbeing of our residents

- Help establish partnerships and social infrastructure opportunities that improve health and wellbeing outcomes for residents.

### 3.2 Transport linkages connecting towns

- Prioritise multi-use pathways, where practicable, to create networks that connect destinations.

## CONSULTATION/COMMUNICATION

### External

The draft *Pedestrian and Bicycle Strategy (January 2017)* was released for public comment for a period of 6 weeks from 20 February to 3 April 2017. The community had the opportunity to complete an online questionnaire and attend Open House sessions to provide feedback on the draft Strategy. The opportunity to view the strategy, complete the questionnaire or attend an Open House session was promoted through a range of methods:

- Available on the Cardinia Shire Council website for the duration of the exhibition period
- Location targeted Facebook advertising
- Brochures and a copy of the Strategy available at:
  - Civic Centre Customer Service
  - Pakenham library
  - Emerald library
  - Spider Bikes Beaconsfield
  - Life of Bikes in Pakenham (also promoted on their Facebook page)
- Advertisements in the following newspapers and local newsletters:
  - Pakenham-Berwick Gazette
  - Tynong Tabloid
  - Goon News
  - Bunyip News
  - Koo Wee Rup Blackfish
  - Beaconsfield Banner
- Direct Emails to:
  - Cardinia Shire Council Bicycle User Group contact list (approximately 20 people)
  - Neighbouring Councils (Bass Coast, Baw Baw, Casey, South Gippsland and Yarra Ranges)
  - Cardinia Casey Tourism Advisory Committee members
  - Environment and Landcare groups
  - Kindergartens and playgroups
  - Resident associations and community groups
  - Sport and Recreation Victoria
  - Government authorities

Council received 539 responses to the online questionnaire and approximately 20 people attended Open House sessions at Emerald, Pakenham and Koo Wee Rup. Council also received a total of five submissions from community groups and Victorian Government agencies:

- Cardinia Shire Bicycle Users Group
- The Tourism Advisory Committee
- Upper Beaconsfield Riding Club
- Parks Victoria
- VicRoads

A number of the 539 respondents provided their name and email address as they wished to be kept informed as the development of the Strategy progressed. These respondents have been emailed to thank them for their submission and with a link to this report.

**Internal**

Comprehensive internal consultation was carried out on the initial draft *Pedestrian and Bicycle Strategy* that was received in August 2016. Feedback was sought from the following internal departments:

- Strategic and Economic Development
- Growth Area Planning
- Recreation
- Engineering
- Environments
- Community Strengthening
- Children and Family Services
- Communication

The draft *Pedestrian and Bicycle Strategy (January 2017)* was also circulated internally however the majority of internal departments did not provide comment as feedback had been provided previously. However, comments were received from the Environment, Community Strengthening, Engineering and Recreation departments which will be reflected in the finalised *Pedestrian and Bicycle Strategy*.

**FINANCIAL AND RESOURCE IMPLICATIONS**

To date, the project has been completed within the operating and originally approved budget.

The proposed new paths outlined in the Strategy are currently unfunded within the capital works program. Having an updated strategy will assist in guiding further development of paths and provide sound strategic justification to support future grant applications.

Funding of \$1,545,000 has been received by both the State and Federal Government for the Cockatoo to Gembrook section of the Emerald to Gembrook Multi Use Trail

**CONCLUSION**

Community consultation on the draft *Pedestrian and Bicycle Strategy (January 2017)* has been completed. A number of changes to the strategy have been made as a result of the feedback received. It is recommended that Council note these change and adopt the final *Pedestrian and Bicycle Strategy (June 2017)*.

**6 ADOPTION OF THE PEDESTRIAN AND BICYCLE STRATEGY (JUNE 2017)**

Moved Cr B Owen Seconded Cr C Ross

That consideration of the adoption of this Strategy be deferred for consideration at the next Council Meeting to allow further consideration of all abilities access and a request to rename the Emerald to Gembrook Trail.

Cr Wilmot advised that she would vote against the motion and foreshadowed a potential motion to adopt the Strategy with minor amendment if the motion before the Council was lost.

Motion was Cd.

## **7 CARDINIA SAFER COMMUNITIES STRATEGY**

FILE REFERENCE INT1738490

RESPONSIBLE GENERAL MANAGER Jenny Scicluna

AUTHOR David Lane

### **RECOMMENDATION**

That Council endorses the Safer Communities Strategy.

### **Attachments**

1 Draft Safer Communities Strategy 25 Pages

### **EXECUTIVE SUMMARY**

Cardinia Shire Council committed to becoming an International Safe Community in December 2014 at a General Council meeting.

The International Safe Communities Model is an internationally recognised, evidence based, best practice model premised on collaboration, partnerships and community capacity building to reduce injury and enhance safety.

The International Safe Communities model focuses on 7 core indicators:

1. An infrastructure based on high level partnerships and collaborations, governed by a cross - sector group that is responsible for safety promotion in their community
2. Long-term, sustainable programs covering genders and all ages, environments, and situations
3. Programs that target high-risk groups and environments, and programs that promote safety for vulnerable groups
4. Programs that are based on the available evidence
5. Programs that document the frequency and causes of injuries
6. Evaluation measures to assess their programs, processes and the effects of change
7. On-going participation in national and international Safe Communities networks.

The process commenced with the researching of data and statistics including crime statistics, hospital admission data and ambulance statistics. Coupled with this, an extensive community consultation process was conducted to determine the community's perception of safety. The details of both were collated and six priority areas were identified:

- Road and pedestrian safety
- Family violence
- Alcohol and other drugs
- Mental health
- Crime
- Natural hazards (emergency management)

In 2016, the Cardinia Safer Communities Strategic Committee was formed and a terms of reference developed. Members of the committee are senior leaders from government and non-government agencies and organisations representing each of the six priority areas. The committee is chaired by the General Manager Community Wellbeing and has representation from two councillors.

The committee has developed a Safer Communities Strategy which aims to guide a number of Action Groups operating across each of the six priority areas. The Cardinia Safer Communities



Strategy provides a framework for the implementation of solutions that aim to improve safety, and perceptions of safety within Cardinia. This strategy is built on a set of guiding principles developed collaboratively by the Strategic Committee with a vision - Cardinia is a community working together to build a safe place.

## **BACKGROUND**

### **The Process**

At the General Council meeting in December 2014, Cardinia Shire Council committed to becoming designated as an International Safe Community. Core to this work is the development of an integrated planning framework bringing together community, the service sector/community agencies and Council business units to achieve a shared vision of a safer community for all within a collective impact approach.

A detailed project plan and community consultation process was developed and presented to SLT on 23rd June 2015 and to Council on 13th July 2015.

In order to progress towards the development of a framework and subsequently accreditation as an International Safe Community, it is important to understand the specific safety issues and injury concerns impacting the Cardinia community, as well as the initiatives that are already occurring which contribute to the creation and/or upkeep of a safer community.

To achieve this, a three step process was employed:

An internal scoping exercise was conducted; meeting with managers, team leaders and coordinators of business units across Council to establish the initiatives that are currently occurring internally that contribute to the creation and/or upkeep of a safer community. This included gathering relevant statistical data routinely collected by other business units.

The second step involved a review of the existing statistics and research to establish the evidence based safety issues and causes of injury within Cardinia Shire. From this a community safety profile was developed.

Lastly, an extensive community consultation was undertaken to establish community perceptions of safety and injury within Cardinia Shire.

This was framed by asking 3 core questions:

- What are the main safety concerns for people in Cardinia Shire?
- What are the main causes of injuries?
- What could be done to make Cardinia Shire a safer place?

A total of 640 people participated in the consultation process (ranging from 4 y.o. to 90+ y.o.) and saturation point was achieved, where there was no new information coming out towards the end of the consultation period.

A range of issues were raised, however there were 6 that came out across wards and population groups which were of the most concern to the community. They were:

- Road and pedestrian safety
- Family violence
- Alcohol and other drugs
- Mental health
- Crime
- Natural hazards (emergency management)

A consultation report was developed (see attached) and released publicly through Council's website.

### **Cardinia Safer Communities Strategic Committee**

The Cardinia Safer Communities Strategic Committee was formed in April 2016 and has been meeting quarterly since. Members of the committee are senior leaders from government and non-government agencies and organisations representing each of the six priority areas. The committee is chaired by the General Manager Community Wellbeing and has representation from two councillors.

As per the agreed Terms of Reference, the purpose of the Cardinia Safer Communities Strategic Committee is to address local community safety, injury and crime prevention issues by working in partnership with all major stakeholders. The committee will support Cardinia's designation as an International Safe Community and provide leadership in the identification, development and evaluation of activities and programs by:

- Developing a Safer Communities Strategy (attached) in collaboration with relevant agencies and the community which prioritise injury and safety issues for Cardinia Shire
- Establishing effective partnerships with key stakeholders engaged in injury prevention and improving the safety of individuals and groups in the Cardinia region
- Informing, lobbying and influencing Government departments and/or organisations to improve levels of safety in the Cardinia region
- Taking action to foster a positive image of community safety for residents, investors and visitors
- Oversee and coordinate the activities of the Cardinia Safer Communities Action Groups

### **The Strategy**

The Committee has developed a strategy which is built on a set of guiding principles agreed to by the Strategic Committee; Sense of community, Resilient, Prevention, Responsible, Universal design, Innovative, Vibrant, Thriving, Evidence based approach, Significant positive impact, Inclusiveness – multicultural, Strengthening community resilience, Partnerships, Respectful, Caring, Tolerance, Being happy, Confidence.

The vision is - Cardinia is a community working together to build a safe place.

The Cardinia Safer Communities Strategy will work toward its vision by:

- Strengthening and developing a network of partnerships which enable collaborative approaches to creating a safer community
- Establishing a commitment to long term, sustainable programs which take a whole of community approach to creating a safer community
- Implementing programs and initiatives which take an equitable, tailored approach to meeting the needs of high-risk, vulnerable groups and environments throughout the Shire
- Ensuring evidence based and best practice approaches are used to work towards creating a safer community
- Effectively monitoring the frequency and causes of safety related harm throughout the Shire
- Implementing evaluation measures that assess the effects of change

### **POLICY IMPLICATIONS**

There are no specific policy implications with this strategy.

### **RELEVANCE TO COUNCIL PLAN**

Our People	Access to support services and programs for young people Improved health and wellbeing for all
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	Increased awareness of safety Minimised impact of emergencies
Our Community	Our diverse community requirements met Improved health and wellbeing for all
Our Environment	Provision and maintenance of assets on a life cycle basis Transport linkages connecting towns  Natural and built environments that support the improved health and wellbeing of our communities
Our Economy	A local economy supporting the improved health and wellbeing of our communities

### CONSULTATION/COMMUNICATION

An extensive community consultation process was undertaken to establish the community's perceived safety and injury concerns.

Perceptions were collected through a range of methods and those who lived, worked, volunteered, studied, visited or owned a business in Cardinia were eligible to participate in the consultation opportunities. There was no minimum or maximum age for participation.

There was a conscious effort to reach a range of diverse individuals and community groups from across the Shire. As a result, consultations were held across the three wards with people aged from 4 - 90+ from a range of social, cultural and sexual backgrounds.

The following groups and locations were reached:

- Evergreen Retirement Village
- Hills Men's Shed
- Catch Up
- English language classes at Living Learning
- Upper Beaconsfield Kindergarten
- Kooweerup Men's Shed
- Be Ur Self
- Pakenham Young Mum's Network
- Women on farms
- Pakenham Country Women's Association
- Gembrook Senior Citizens
- Oakwood School
- Cardinia CALD Network
- Cardinia Access and Inclusion Committee
- Bunyip – Garfield Probus Club
- Pakenham Police
- Emerald Police
- Proactive Policing Unit
- Local Area Inspector - Victoria Police
- Monash health - Aboriginal Health Service
- Cardinia Shire Council Community Wellbeing Division
- Open consultation - Gembrook
- Open consultation - Bunyip
- Open consultation - Pakenham

- Open consultation - Emerald
- Open consultation - Lang Lang
- Open consultation - Kooweerup
- Open consultation - Beaconsfield

Individual meetings were also held with other municipal Councils which currently hold designation as an International Safe Community; City of Melbourne, Hume City Council, City of Casey.

To enable such a diverse range of individuals and groups to participate, and make the process a worthwhile and enjoyable activity, a variety of processes and methods were employed. These included both electronic and hard copy surveys, individual interviews, sticker dot matrix and targeted and open consultations. The targeted and open consultations deviated from the usual community meetings to include world cafes, photo-language, storying telling, creative visioning and a debate.

A total of 640 people participated in the consultation process and saturation point was achieved, where there was no new information coming out towards the end of the consultation period.

A range of issues were raised, however there were 6 that came out across wards and population groups which were of the most concern to the community. They were:

- Road and pedestrian safety
- Family violence
- Alcohol and other drugs
- Mental health
- Crime
- Natural hazards (emergency management)

Participants were also asked about things that make them feel safe and what they believe could be done to make Cardinia a safer place. The following were common responses:

- Strong sense of community and social connection/cohesion
- Presence of authority eg: police, security
- Access to essential services
- Provision and upkeep of amenities
- Design of environments

Everyone who participated in the consultation process was given the opportunity to provide their contact details so that they could stay informed about what was happening with the information that they provided and how the project is progressing. Providing this opportunity saw 127 individuals provide their contact details. To date, one project update has been circulated to these participants as well as the service providers and managers, team leaders and coordinators who have been involved. These updates will continue to be sent out on a regular basis.

A full community consultation report has been written, which draws together the results of the 3 processes. This report will be a public document that can be shared broadly. This project has not been referred to the Integrated Advisory Network, as consultation is occurring with all managers, team leaders and coordinators.

A detailed Community Consultation Plan has been developed and is attached for further reference. A comprehensive communications plan is currently being developed to support the consultation plan.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

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There are no additional financial or resource implications for Council connected to this strategy.

## **CONCLUSION**

A safe community is not just one that is free of crime, violence and anti-social behaviour; it is one that focuses on safety promotion at all levels, within all areas.

The Cardinia Safer Communities Strategy creates a framework which will identify and treat community safety issues across the municipality.

The development of a strategy connects into the International Safe Communities Model, which is an internationally recognised, evidence based, best practice model premised on collaboration, partnerships and community capacity building to reduce injury and enhance safety.

Through this work, Cardinia Shire Council is creating and leading community partnerships which will systematically and holistically address key strategic safer community's objectives across the municipality.

**7 CARDINIA SAFER COMMUNITIES STRATEGY**

Moved Cr J Owen Seconded Cr G Moore

That Council endorses the Safer Communities Strategy.

Cd.

## **8 REVIEW OF THE ROAD MANAGEMENT PLAN**

FILE REFERENCE INT1738507

RESPONSIBLE GENERAL MANAGER Michael Ellis

AUTHOR Andrew Barr

### **RECOMMENDATION**

That this report be:

1. Received and acknowledged as meeting Council's requirements of Regulation 302, (5)(a) of the Road Management (General) Regulations 2005 and be made available to the public.
2. Included as an appendix to the existing Road Management Plan.

That Council endorses the process for developing and adopting a new Road Management Plan as detailed in this report's conclusion.

### **Attachments**

*Nil.*

### **EXECUTIVE SUMMARY**

With a newly elected Council, the Road Management Act requires that Council must conduct a review of its Road Management Plan (RMP).

With the assistance of the MAV and Council insurers, a full internal review of the RMP has been undertaken. This review has focused predominantly on the schedule of maintenance standards as well as the management systems.

Based on the review undertaken there are a number of proposed alterations with some fundamental changes to the way some assets are inspected and managed. This outcome will necessitate Council's Road Management Plan (adopted 17 August 2009) to be revoked with a new Road Management Plan (2017) adopted by Council.

It is recommended that Council acknowledge this review report and endorse the development of the associated new RMP which will be considered for adoption at a later date.

### **BACKGROUND**

Council's RMP (adopted 17 August 2009) has been prepared to document the principles, methods and systems used by the Council in managing the local road system. The Plan applies to road related infrastructure such as roads, footpaths, bridges and drains.

The Plan has two major components:

1. Schedule of Maintenance Standards – A statement of the levels of service that the Council provides in managing the local road network; and
2. Road Management System – A work flow process that provides a sound basis for traceability of inspections, work planning, scheduling and monitoring.

A road authority is required by the Road Management Act 2004 and Road Management Act (General) Regulations 2005 to conduct a review of its RMP before 30 June 2017.

The purpose of this review is to ensure that the standards in relation to, and the priorities to be given to; the inspection, maintenance and repair of the roads and classes of road to which the plan applies, are appropriate. This report details the findings of the review and any suggested changes are to be presented to Council prior to making it available to the public.

In preparation of the RMP review the MAV, including its insurance arm and counsel, provided a number of information sessions and workshops across the state to assist councils. This information has been invaluable as it has provided base data about the industry standards which has not been available when reviewing previous RMP's.

## REVIEW OF CURRENT PLAN

### ROADS

#### **Review:**

A review of the current intervention levels, priorities and defect rectification timeframes for road assets pose some risk to Council, such as the measuring of defects in the field as part of the inspection process. The current RMP specifies measurements against each defect type that defines the response priority. The review identified are that the intervention level descriptors will not be defensible in the courts as the measurements taken in the field are estimates and rely on the inspector's experience in judging the measurements from the vehicle. Advice provided has indicated that measurements should be deleted from the RMP, unless council staff actually measure each defect. The expectation to take detailed measurements of every defect in the field is impractical.

Programming of works and notifying our customers of planned works has been identified as an area that requires improvement. The current process to program works is based on the timeframes set out in Council's Road Management Plan (RMP).

Road signs and guide posts are mentioned in the current RMP, but are not consistently inspected by council's Surveillance Officers which is proposed to be updated. Timeframes to rectify defects are sufficient and can be achieved with the current resources.

Advice provided by the MAV Insurers and counsel has indicated that the descriptors for Priority 1 defects across the suite of asset groups need to be removed as they believe that the definitions are subjective and open to interpretation and therefore not defensible in the courts.

Standards for line marking are not mentioned within the current RMP. Due to its importance in terms of road safety and function it is proposed to add appropriate standards for inspection and rectification relating to this element.

#### *The proposed way forward*

Operations management undertook a review of the Grading Maintenance service which centred on improving productivity, reducing costs and better in forming our customers internally and externally of planned works. This review focused on human and plant resources, inspection and maintenance processes and meeting the obligations under Councils current Road Management Plan (RMP), which included quantity and quality control. A large emphasis was placed on the ability to deliver these services with the capacity to meet the required standards with the current resource levels. The outcome of this review is to alter the unsealed roads maintenance program to a cyclic proactive program, rather than a reactive intervention level driven program.



Therefore, a set cyclic maintenance program would be developed for the proactive maintenance of the road network. Interval periods would be set based on historical maintenance completed previously on the network. The maintenance crew would work to this program and rectify all defects identified. The cyclic program and details of the completed works would be programmed and recorded in Council's Maintenance Management System, Reflect. This system also records date and time of works being completed with GPS coordinates.

It is expected that Council officers would be able to provide our customers, internal and external, more visibility of the program, potentially on Council's website, reducing the angst currently received by many of our customers not knowing exactly when works will be completed. With the proactive approach, it is also believed that the new methodology would allow for improved ability to spend more time inspecting and capture defects associated with assets which are currently inconsistently captured.

Given the breadth of proposed changes, the establishment and wording associated will need to be carefully considered, developed and reviewed by Council's insurers.

This proposed process is currently used by Yarra Ranges Council and has also been endorsed by the MAV.

In addition, it is also proposed to develop an annual night inspection program of the road and road related assets which is imperative to understand how the assets perform under these environments (e.g. retro reflectivity of signage, line marking and guideposts).

## **FOOTPATHS**

### **Review:**

With the benefit of the industry based data it could be seen that Council's current proactive inspection timeframes for concrete and asphalt footpaths are too long and, compared with the practices of other Councils, are unlikely to be considered reasonable in a court of law.

It was identified that:

- In general, the intervention levels for defects was too broad ranging and needs to be revised to be clearer and consistent across the 3 levels of footpath classification, and
- the response times for defects rectification works needs to be reduced.

On the contrary, Council's current standard of 20mm for a trip hazard intervention would be considered to be lower than the level set as reasonable by legal precedents - 25mm. Based on this, it is considered acceptable for Council to amend this standard to match.

The proactive inspections for gravel paths are currently undertaken on an annual basis. Given the dynamic nature of gravel paths, and how susceptible they can be to weather conditions, it would be considered prudent to reduce the length of time between these inspections.

### **Proposals**

It is proposed that the proactive inspections for concrete and asphalt footpaths be amended to be carried out twice a year for high priority footpaths, annually for medium priority footpaths and once every two years for low priority footpaths.

The intervention levels for each hazard type are to be revised so that the same level applies across all footpath priorities. as well as in line with legal definitions of paths and that the response time are reduced.

It is proposed that the timeframe for proactive inspections for gravel paths be increased to bi-annually to align with the unsealed road inspections and consistent industry standards.

## **BRIDGES**

### **Review:**

The review of Council's processes to inspect and maintain its vehicular/pedestrian bridges and major culverts network was undertaken. The current RMP timeframes for the proactive inspection of these structures appear to be adequate in terms of the structure types and the potential risks they present. Timber boardwalks are currently referred to in the plan under footpaths. Given the potential structural risks inherent with timber boardwalks, it is suggested this asset type be reclassified under the heading of bridges.

The maintenance component of the RMP has identified concerns regarding defect rectification timeframes and descriptors which has been drawn directly from the VicRoads Bridge Service Standards with a majority of these standards not considered being relevant to the defects that may impact the road or pedestrians using these structures.

### **Proposals**

Continue with the current Level 1, 2 & 3 inspection frequencies with the inclusion of viewing platforms. Transfer timber boardwalks from footpaths to bridges section to enable the inspection and maintenance of this asset to be undertaken by accredited bridge inspectors and maintenance staff.

Remove reference to service level activities, intervention levels, performance standards and response times from the current RMP, however reword to read:

- **Intervention Level:** Repairs identified defects as part of the approved Bridge and Major Culvert scheduled inspection program.
- **Performance Standard:** The bridge, major culvert or structure should be maintained to ensure that:
  - It is safe for use by vehicular traffic, including bicycles, and pedestrian traffic where applicable;
  - It is maintained generally in accordance with approved standards and works programs;
  - Inspections to be completed by a suitably qualified and experienced person.
  - **Response Time:** As per approved Bridge and Major Culvert works program.

## **DRAINAGE**

### **Review:**

The current RMP makes provision only for proactive inspections on a subset of drainage assets (surface drains) that have been identified by maintenance supervisors as having an increased risk of failure as shown by past records of flooding issues. These inspections are carried out at the same time as the proactive road inspections. Unfortunately, these inspections are performed sporadically. Gross Pollutant Traps (GPT's) and Sediment Pits are inspected and cleaned as required on a 3-monthly basis using an external contractor with specialised pit cleaning equipment. Underground drainage pipes and pits are currently reactively inspected with the exception of some known trouble spots.

Timeframes for responding to flooding property as a result of blocked open or underground drain including pits can be troublesome, particularly during rainfall events. The RMP indicates a 4-hour

response time that can be a challenge to meet given the number of assets under council's management.

**Proposals:**

It is expected that the suggested changes within the road section of the RMP will allow the surveillance officers to have capacity to undertake a more detailed inspection of the surface drainage assets as well as other Council managed infrastructure within the road reserve while inspecting the road pavement. Sections of drains that are at risk of causing flooding to property would be identified and potentially inspected on a more frequent basis or after a significant storm event. These programs would be managed using Council's Maintenance Management System, Reflect

It is proposed to amend response times for flooding to private property from 4-hours to 1 day to allow sufficient time to respond and implement remedies.

Response times for damaged pits is 1 day which allows for temporary works to be undertaken like erecting barricading around the site if required. More permanent repairs can be completed within 4 weeks (e.g. concreting works etc.)

It is also proposed to proactively inspect and clean a nominated number of pits per year. Currently, 5000 pits are inspected and cleaned as required per year on a 5-year cycle. Council's Drainage Asset Management Plan is currently being reviewed and will provide additional direction on the management of council's drainage network that is relevant to this review.

**POLICY IMPLICATIONS**

This process will necessitate Council's Road Management Plan (adopted 17 August 2009) to be revoked with a new Road Management Plan (2017) adopted by Council.

**RELEVANCE TO COUNCIL PLAN**

The Review of the Road Management Plan relates to the following objectives and outcomes of the Council plan.

3 "Our Environment",

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

3.1.1 "Maintain all Council roads and supporting infrastructure in accordance with the Roads Management Act 2004"  
and

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

**CONSULTATION/COMMUNICATION**

A notice will need to be placed in the Victorian Government Gazette, and public notices will be placed in 'The Age', Pakenham Gazette and Rangers Trader Mail advising of the review and the availability of the report.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Based on the proposed outcomes, the following implications have been identified:

Roads - the proposed change in maintenance practices for roads will result in no extra resources required as the maintenance performed will simply be consistent with historical maintenance schedules. Through efficiency, capacity in the existing surveillance officers may be created that will enable inspections of more asset groups as required to be performed that are not performed well at present.

Footpaths - whilst there is an increase in the frequency of proactive inspections, a review of how this data is captured will be required to ensure efficiency. It is expected that there will be increased capacity in other surveillance areas to assist this function due to the reduced proactive inspections schedules in the roads area, however this will need to be further clarified.

The increase in the trip hazard height will decrease the number of defects requiring repairs across the shire, however the decrease in response times for these repairs is likely to result in an increase in the annual costs in the short-term.

Drainage - At this stage, it is estimated that it will cost approximately \$30,000 to perform the proactive pit inspections with costs to be confirmed through a formal quote process, however further details will be available once the revised Drainage Asset Management Plan is completed.

Bridges - There is no extra resources required to undertake the bridge RMP commitments as the proposed changes simply reinforce the status quo.

## CONCLUSION

The review of the Road Management plan has predominantly focused on the Schedule of Maintenance Standards and Road Management System associated with the four areas covered in the RMP.

A number of alterations have been proposed to improve efficiency and services with regards to the way council manages roads, footpaths, drains and bridges. In order to implement the findings associated with this review, it is identified at a later date that Council's Road Management Plan (adopted 17 August 2009) will be revoked in accordance with section 41A of the Interpretation of Legislation Act 1984; and make a new RMP under section 54 of the Road Management Act.

This will involve the following process.

1. A new version of the RMP to be drafted based on outcomes of the review and presented to Council
2. On acceptance by Council a Public Notice to be published to announce the intention to revoke the current Road Management Plan and adopt the new Road Management Plan.
3. A period for receiving submissions from the Public will occur in accordance with the Road Management Act and a report will be drafted, including summarisation of any submissions, recommending a final version of the new RMP to be adopted.
4. Council to formally revoke existing RMP and adopt the new version, with Public Notices published in accordance with the requirements of the Road Management Act.

## 8 REVIEW OF THE ROAD MANAGEMENT PLAN

Moved Cr J Owen Seconded Cr G Moore

That this report be:

1. Received and acknowledged as meeting Council's requirements of Regulation 302, (5)(a) of the Road Management (General) Regulations 2005 and be made available to the public.
2. Included as an appendix to the existing Road Management Plan.

That Council endorses the process for developing and adopting a new Road Management Plan as detailed in this report's conclusion.

Cd.

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**ACTIVITY REPORTS****MAJOR PROJECT AND STRATEGIES ACTIVITY REPORT**

FILE REFERENCE INT1738487

RESPONSIBLE GENERAL MANAGER Michael Ellis

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

**CAPITAL WORKS****Recreation reserves***IYU Recreation Reserve pavilion*

External concrete and paving works are underway and are 75 percent complete. Finishing trades and final fit off have commenced and are being completed to program. Works are scheduled for completion by end of June 2017.

*Chandler Recreation Reserve pavilion*

The awnings over the doorways have been installed. The project is complete and is in the defects period except for the upper level which has final completion.

*James Bathe Recreation Reserve*

Architectural design has commenced on the building with the consultation process established and underway. Civil design was completed in May and the project is proceeding in accordance with the project plan.

*Nar Nar Goon netball court reconstruction*

The new courts have been completed and games have already been played on them.

*Mountain Road Recreation Reserve resurfacing works*

Works on the resurfacing of both the main sports oval and Little Athletics Oval are complete. A maintenance period of 12 weeks has commenced, following which, it will be handed back to Council to maintain.

*Deep Creek Reserve*

The tender for Deep Creek Reserve will need to be re-tendered as there was no interest in the combined package incorporating both building and civil works. The project will be re-tendered as two separate packages:

- building construction
- civil works

Bulk earthworks are well underway with the Level 1 building pad almost complete, and the balance of the fill works well progressed.

The playground design is nearing completion and the tender for this component will be advertised later in the year.

#### *Lang Lang Recreation Reserve*

Due to good weather, the contractor has continued to make substantial progress on the wetlands, ovals and surrounds. The major earthworks (cut, fill, compaction etc.) are 75 per cent complete. The progress made to date will ensure the project maintains its project schedule even if inclement weather delays some civil works.

#### *Cockatoo-Gembrook Trail*

The tender for the construction of the Cockatoo-Gembrook Trail closed on the 13 June and is currently being assessed. This package of works includes full construction of the 6.5km trail from McBride Street in Cockatoo to Gembrook Station. The trail follows existing road reserves and the Puffing Billy train line between the towns to create a unique and scenic trail.

## **ROADS, PATHS, DRAINS AND BRIDGES**

#### *2016-17 Roads Program*

The reseal and resurfacing program is now complete, a small number of asphalt resurfacing jobs have been programmed for later in the financial year to minimise the impact on the public, such as Emerald Lake Park.

Spencer Street reconstruction in Nar Nar Goon is now complete. The new pedestrian crossing is functioning well and has been well received by the school community.

#### *2016 17 Bridge renewal program*

Construction works on the Manestar Road Bridge works commenced in late May. Yarra Ranges Council is partnering this project and has been supportive during the project planning. The Manestar/Boundary Road closure (while the bridge is replaced) will require traffic detours. A traffic management plan is in place.

#### *Peet Street (Construction) Special Charge Scheme*

Peet Street (construction) Special Charge Scheme declaration letters were sent to affected property owners dated 19 May. Affected owners had the opportunity to appeal the scheme through a VCAT submission. Submissions closed 16 June.

## **STRATEGIES**

#### *Draft Waste and resource recovery strategy*

The draft strategy is currently out for public consultation, with an online campaign underway, which includes a special edition of Council's environmental e-newsletter, Facebook posts and the strategy being available on Council's website.

The consultation aims to seek feedback on some key areas of the strategy including hard and green waste, reducing waste to landfill, education, advocacy and reducing burning off.

## **CONCLUSION**

This regular activity report is provided for Councillor's information.

**9 MAJOR PROJECT AND STRATEGIES ACTIVITY REPORT**

Moved Cr G Moore Seconded Cr C Ross

That the report be noted.

Cd.



## NOTICES OF MOTION

### NOTICE OF MOTION NO. - 1031 - CR JODIE OWEN

I give notice of my intention to move the following motion at the Council Meeting to be held on Monday 19 June 2017.

That to provide additional information to residents in regard to claiming travel allowances and other expenses and in an attempt to be more open and transparent that the following changes be implemented in relation to claiming travel allowance by Councillors:

1. For any costs claimed in relation to attending a committee or meeting, Councillor provide a very brief report in the 'Reports by Councillors' section of the Monthly Council Meeting.
2. If more than one Councillor attends then the Councillors among themselves will decide, which person will provide the report.

These changes will also provide Councillors with the opportunity of promoting the activities of the particular Committee concerned both for the information of fellow Councillors and the public in general and will assist in ensuring that the Councillor is claiming travel allowance correctly within the guidelines.

### NOTICE OF MOTION 1031 - CR JODIE OWEN

Moved Cr J Owen Seconded Cr M Schilling

That to provide additional information to residents in regard to claiming travel allowances and other expenses and in an attempt to be more open and transparent that the following changes be implemented in relation to claiming travel allowance by Councillors:

- 1 For any costs claimed in relation to attending a committee or meeting, Councillor provide a very brief report in the 'Reports by Councillors' section of the Monthly Council Meeting.
- 2 If more than one Councillor attends then the Councillors among themselves will decide, which person will provide the report.

These changes will also provide Councillors with the opportunity of promoting the activities of the particular Committee concerned both for the information of fellow Councillors and the public in general and will assist in ensuring that the Councillor is claiming travel allowance correctly within the guidelines.

Cd.

**NOTICE OF MOTION NO. - 1032 - CR BRETT OWEN**

That Council support the following road safety improvements as requested by the Beaconsfield Progress Association:

1. VicRoads investigate the installation of a “Keep Clear” marking on Old Princes Highway at the O’Neil Road intersection to improve traffic flow when queuing traffic during peak hours blocks right turning vehicles at this intersection, including the public transport bus route.
2. VicRoads review the speed zone in Old Princes Highway between Princes Highway and Desmond Court. The current 80km/h speed limit is too high from a safety / access perspective, very short and not in accordance with the State Speed Zoning Guidelines. If reduced to a 70km/h speed limit, it would be a uniform speed limit on Old Princes Highway from Berwick township all the way through Beaconsfield to the Princes Highway and would be a safer speed limit given the congestion and crash history at the O’Neil Road / Old Princes Highway intersection that is currently within the short existing 80km/h section.
3. VicRoads investigate possible ways to ease the pm eastbound congestion at the Old Princes Highway / Princes Highway intersection, where all eastbound through traffic must currently use only the left lane of the dual carriageway in order to turn left onto the Princes Hwy (eastbound). This creates a bottleneck in the pm peak, with the right hand lane barely used and safety issues as vehicles try to merge into the left lane at the last minute. Council request VicRoads investigate the alteration of the Old Princes Highway / Princes Highway intersection to allow both eastbound lanes of Old Princes Highway to turn left onto Princes Highway with the left lane extended as a free flowing additional third lane on Princes Highway eastbound to the Whiteside Road signalised intersection for additional traffic capacity (where a short additional lane already exists).

Council resolves to support and forward this request on behalf of the Beaconsfield Progress Association to VicRoads Metro South East for consideration.

**NOTICE OF MOTION 1032 - CR BRETT OWEN**

Moved Cr B Owen Seconded Cr J Springfield

That Council support the following road safety improvements as requested by the Beaconsfield Progress Association:

1. VicRoads investigate the installation of a “Keep Clear” marking on Old Princes Highway at the O’Neil Road intersection to improve traffic flow when queuing traffic during peak hours blocks right turning vehicles at this intersection, including the public transport bus route.
2. VicRoads review the speed zone in Old Princes Highway between Princes Highway and Desmond Court. The current 80km/h speed limit is too high from a safety / access perspective, very short and not in accordance with the State Speed Zoning Guidelines. If reduced to a 70km/h speed limit, it would be a uniform speed limit on Old Princes Highway from Berwick township all the way through Beaconsfield to the Princes Highway and would be a safer speed limit given the congestion and crash history at the O’Neil Road / Old Princes Highway intersection that is currently within the short existing 80km/h section.
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and safety issues as vehicles try to merge into the left lane at the last minute. Council request VicRoads investigate the alteration of the Old Princes Highway / Princes Highway intersection to allow both eastbound lanes of Old Princes Highway to turn left onto Princes Highway with the left lane extended as a free flowing additional third lane on Princes Highway eastbound to the Whiteside Road signalised intersection for additional traffic capacity (where a short additional lane already exists).

Council resolves to support and forward this request on behalf of the Beaconsfield Progress Association to VicRoads Metro South East for consideration.

Cd.

## **NOTICE OF MOTION NO. - 1033 - CR BRETT OWEN**

That Council expresses its disappointment with the lack of progress by Melbourne Water and Vic Roads and their disregard in relation to the previously agreed position to undertake improvement works to the Elephant Rock Lookout in Dewhurst.

That Council directly liaise with these Authorities in regard to the issue of improvements and maintenance works to the Lookout and if necessary contact the relevant State Government Ministers and Local members of Parliament to seek their support for the works to be undertaken.

That subject to appropriate agreed ongoing funding being received from the State Government that Council offer to undertake the associated ongoing maintenance works at the Lookout.

And that council continues to support Upper Beaconsfield Association in their work in beautifying the lookout.

## **NOTICE OF MOTION 1033 - CR BRETT OWEN**

Moved Cr B Owen Seconded Cr L Wilmot

That Council expresses its disappointment with the lack of progress by Melbourne Water and Vic Roads and their disregard in relation to the previously agreed position to undertake improvement works to the Elephant Rock Lookout in Dewhurst.

That Council directly liaise with these Authorities in regard to the issue of improvements and maintenance works to the Lookout and if necessary contact the relevant State Government Ministers and Local members of Parliament to seek their support for the works to be undertaken.

That subject to appropriate agreed ongoing funding being received from the State Government that Council offer to undertake the associated ongoing maintenance works at the Lookout.

And that council continues to support Upper Beaconsfield Association in their work in beautifying the lookout.

Cd.

## REPORTS OR MINUTES OF COMMITTEES

The Mayor advised of various minutes received from Committees and recent Briefing Sessions that were available for Councillors perusal.

## REPORTS BY COUNCILLORS

### Casey Cardinia Heritage Festival

Cr Jodie Owen reported on her attendance on 21 May at the Mechanics Institute Hall in Narre Warren to attend the Casey Cardinia Heritage Festival

### National Story Time

Cr Jodie Owen advised of her attendance on 24 May at the Pakenham Consolidated Primary to participate in the National Simultaneous Story Time.

### La Trobe Council Youth Council

Cr Jodie Owen advised that she had attended La Trobe City Council's Youth Council on 6 June

### Casey Business Leaders Dinner

Cr Jodie Owen reported on her attendance on behalf of the Mayor at the 15 June City of Casey Mayoral business leaders dinner.

### VLGA Forums

Cr Ross advised of his attendance at a VLGA Forum on 18 May regarding integrity systems in Local Government and those persons speaking were the Head of IBAC, Victorian Ombudsman, Victorian Auditor General and Chief Municipal Inspector.

Cr Ross also reported on his attendance at the VLGA 'Beyond the Ring Road' function where developments across Melbourne were discussed and debated.

### Pakenham Art Show

Cr Schilling reported on his attendance on 26 May at the Pakenham Art Show

### Neighbourhood Watch

Cr Schilling reported on his attendance at a Neighbourhood Watch meeting held at Pakenham Springs Primary School

### La Trobe City Council Youth Council

Cr Schilling reported on his attendance in company with Crs Jodie Owen and Collin Ross at the La Trobe City Council Youth Council and advised that Council will shortly start promoting a Cardinia Youth Council

### Flood Protection Meeting

Cr Brown reported on his attendance at a Westernport Land Care Flood Protection meeting where a presentation was made on upgrade works to the Cora Lyn spillway where automatic gates to be installed.

### Nar Nar Goon North Hall

Cr Moore advised that he attended a ceremony at the Nar Nar Goon North Hall on 28 May where a presentation was made to Fed and Beryl Taylor acknowledging 40 years of service to the Hall Committee.

### Nar Nar Goon RSL

Cr Moore advised that he had attended earlier in the day at the Nar Nar Goon RSL where a Life Membership was awarded to the President of the RSL Max Murray for his service to the RSL since 1994.

## **REPORT BY THE MAYOR**

The Mayor reported on recent activities and events as follows

- Opening of Pakenham Health Centre on 18 May with Minister Jill Hennessy
- Meeting with Victorian Planning Authority on 1 June regarding ongoing local matters
- Meeting with 9 June with Vic Roads on 9 June to discuss ongoing local matters
- Business breakfast with Tim Pallas MP on 2 June
- Photoshoot at the Lang Lang Community and Recreation Precinct on 12 May
- Attended a function on 1 June in company with Premier Daniel Andrews, and Gabriel Williams State Member for Dandenong a regarding the launch of Team 11 which involves a Memorandum of Understanding with Casey City Council, City of Greater Dandenong and Cardinia Shire Council seeking a licence for a local A League Soccer Team
- Met with Brad Battin MP
- Attended the launch of the Cardinia Embroidery project
- Attended the Pakenham Salvation Army 21<sup>st</sup> Anniversary celebrations.
- Attended the Harold Bould Award evening
- Attended the launch Cardinia Community Leadership Program

The Mayor also advised that Council had recently lodged grant applications for upgrades to the Upper Beaconsfield kindergarten, Gembrook Pre School, Pakenham Heights kindergarten and Lakeside Preschool under the State Government's Children's Facilities Capital Program, The Mayor noted that Council had received \$632,000 for improvements to the 13 Mile Road, Pitt Road and Bunyip River Road intersection. At the same time it was disappointing to hear that the other black spot applications for Avon Road Avonsleigh, Main Drain Road South in Vervale, Paternoster Road in Emerald, Mt Eirene Road in Gembrook and O'Neil Road in Beaconsfield were not approved and that the improvements works to these roads will not be undertaken without these grant funds.

The Mayor noted that so far this financial year Council has lodged 57 grant applications for a total of \$37,255,091, it is disappointing to note however that only 27 of these application have been successful for a total amount of \$11,904,787

## **PRESENTATION OF PETITIONS**

Nil

## **COMMUNITY QUESTION TIME**

The Mayor advised that two questions had been received from Mrs Gloria O'Connor and referred the first question to the GMPD to respond.

### **Question**

Can you please advise how much longer will growth corridor development continue to spread bitumen and concrete across open space, green wedge, valuable rural land with trees and vegetation. Is there actually any stable policy relating to this apparent open-ended activity which is said to be necessary to relieve the urban suburbs being full to capacity and consequent need for further outer corridor development. The residents in those suburbs are now being told they must accept increased density,

e.g. two or more houses on one block and loss of garden areas, in order to prevent the urban sprawl into rural areas ?

Answer

Successive State Governments have supported the protection of Melbourne's Valuable green wedges and having an Urban Growth Boundary.

The State Government this year released its update of Plan Melbourne, which once again re enforces the significance of protecting Melbourne Green Wedges, a fixed urban growth boundary and increasing densities within Melbourne established suburbs to accommodate the predicted growth. Councils own policies must be consistent with these State objectives and are seeing development focussed within the growth corridor and established suburbs, whilst seeking to protect and enhance our green wedges.

Through many of these developments we are seeing the revegetation of many of our creeks corridors and protecting of significant environmental assets.

The Mayor asked Mrs O'Connor whether she wished to ask a supplementary question.

Mrs O'Connor remarked on her attendance at a rally in Melbourne regarding urban growth and commented on issues surrounding the matter.

GMPD responded that the challenge was that Melbourne's population was growing at such a rate that housing these new residents will continue to provide a challenge and both governments had committed to an urban growth boundary around metropolitan Melbourne and commented on the difficulties involved.

The Mayor referred Mrs O'Connor's second question again to GMPD to respond.

Question

Has the State government advised councils regarding its intention to privatise the state planning system whereby developers and business representatives will be in charge of planning matters, leaving no access or input for councils or community participation ? What information can you give regarding the "Smart 10 day permits and/or no permit required" system, is it in place or yet to be installed?

Answer

As far as we know there is no plan in place to privatise the planning system. This topic has previously been raised through the various State Government reviews of the planning system however has never been implemented.

The State Government has introduced smart planning applications across Victoria to deal with minor applications, these applications need to be decided within the 10 statutory days, however are very limited in what they can consider. The current planning scheme describes the range of uses possible within a zone applied to the land as either, No permit required, Permit required or Prohibited. So to have a farm on agricultural land you do not need a permit and to erect a house on residential land you do not need a permit.

The Mayor asked Mrs O'Connor whether she wished to ask a supplementary question

Mrs O'Connor advised that she was of the opinion that privatisation of the planning system was being proposed and offered to provide further information regarding the matter

GMPD advised that he would be interested in seeing the material in Mrs O'Connor possession.

The Mayor advised that a question had been received from Ms Rosa Santo and referred the question to GMPD To respond.

Question

Regarding car parking in the commercial and business centre of Pakenham, why is there no monitoring or supervision to ensure that customers in the Main Street and adjacent commercial township car parking spaces have equal opportunity to use the available parking. The result is that many are taken up for much longer time than specified.

There needs to be a practical and fair parking management priority system in the CBD and surrounding district for the benefit of everyone including customers, business staff and employees.

Answer

Council does undertake monitoring of parking controls across the Shire and I will follow up with the team to explore opportunities to improve the frequency of monitoring of parking in Pakenham. I agree with you in that Parking controls are an essential element of active centres to ensure that car parking remains accessible as possible.

The Mayor asked Ms Santo whether she wished to ask a supplementary question.

Ms Santo advised that in her opinion that was not sufficient policing of the parking restriction in Pakenham

GMPD advised that he was pleased to follow up on Ms Santo's concerns to see if the frequency of inspection could be increased.

Meeting closed at 9 pm

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Minutes Confirmed  
Chairman