



Cardinia

MINUTES OF GENERAL COUNCIL MEETING

MONDAY, 21 AUGUST 2017

MINUTES OF GENERAL COUNCIL MEETING

held in the Council Chambers, 20 Siding Avenue, Officer
on Monday, 21 August 2017

The CEO opened the meeting at 7pm and in the absence of the Mayor called for nominations for the appointment of a Temporary Chairperson.

Cr Moore nominated the Deputy Mayor, Cr Jodie Owen, seconded by Cr Jeff Springfield.

There being no further nominations the CEO declared Cr Jodie Owen Temporary Chairperson for the meeting.

PRESENT: Councillors Michael Schilling, Carol Ryan, Collin Ross, Jodie Owen, Graeme Moore, Ray Brown, Jeff Springfield,

Messrs Garry McQuillan (CEO), Mike Ellis (GMAS), Derek Madden (GMCS), Andrew Paxton (GMPD), Jim Davine (A/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:

Mayor, Brett Owen, Leticia Wilmot, Jenny Scicluna (GMCWB)

CONFIRMATION OF MINUTES OF MEETINGS

Moved Cr B Owen Seconded Cr G Moore

THAT MINUTES OF THE FOLLOWING MEETINGS BE CONFIRMED-

- General Council Meeting 17 July 2017
- Special Council Meeting 24 July 2017
- Town Planning Committee 7 August 2017

Cd.

DECLARATION OF PECUNIARY AND OTHER INTERESTS

Nil.

COMMUNITY QUESTION TIME

The Temporary Chairperson due to the number of questions received for the meeting moved Community Question Time forward

The Mayor referred the questions regarding Early Childhood Development to the Acting General Manager Community Wellbeing to read and respond.

The following questions and responses were provided.

Question 1

Council are committed to open and effective consultation with the community in making important decisions. Can you please provide examples of what this should look like?

Answer

Council has a community engagement process of which there are three elements to it 1) Planning phase 2) Implementation phase 3) Evaluation feedback and report.

The Temporary Chairperson referred a series of questions received from Mrs Gloria O'Connor to the General Manager Planning and Development Mr Andrew Paxton to read and respond.

Question 2

Best Chance has stated that they will be providing opportunities for volunteers to be engaged in kindergartens. We are heavily dependent on our PAGs and their support networks. There has been a large amount of pressure put on our volunteers this year. By not consulting with or listening to our PAG's and their families, Council, by their process has put volunteer groups at risk. How will the council repair the damage done so that PAG's feel confident in continuing in a volunteer role?

Answer

Council met with Presidents and other representatives from PAG's 31st July along with bestchance. Bestchance is now meeting with individual PAGs and confirming their commitment to supporting future PAGs.

Question 3

It was stated at the council meeting on the 17th of July that Council asked KT for the annual surveys. What date were these surveys requested?

Answer

Council officers met with Kinders Together on 3 July and asked for the annual survey results to assist the incoming providers with their planning. Council was told they were confidential and could not be shared.

Question 4

EOI for EYM: What are the actual service gaps that were identified?

Answer

Several years ago Council undertook a comprehensive review of service delivery across the Shire. Council then used data about outcomes for children and cross referenced where there needed to be more services in place to address community need. This resulted in a document named Services for Success which is a key advocacy document when Council works to attract more services into the Shire. The gaps in service delivery included adult education, volunteering, family support services, support services for new mothers. This document was included in the Expression of interest documentation for all applicants to see and to respond to in their application. Furthermore, Council undertook its own research to develop a report titled State of Cardinia Shire's Children and Young

People in September 2016. This report outlines the increasing vulnerability of children in Cardinia from 2009 to 2015. The new providers were able to demonstrate that they had financial capacity, experience and in many cases were already delivering many services themselves that addressed these needs. The new services included before and after kindergarten programs, facilitated playgroups, a range of allied health services, parenting programs, volunteer opportunities, community action research projects, scholarship fund for parents struggling, NDIS services for children with a disability, Family Information Support help, literacy programs.

Question 5

How can Council say that the EOI Will stand the strongest scrutiny when Council moved a motion at its last meeting to remove one of the successful candidates?

Answer

The EOI process itself was conducted under the strictest probity and procurement rules and has recently been reviewed by Councillors and determined to be sound. The One Tree organisation withdrew its application.

Question 6

Why were Families enrolled for 2017 informed of this upcoming process at the time of offers were sent out?

Answer

If this question is to ask why 'were' 2017 families informed of the EOI process when offers were sent out - the answer is they weren't. If the question is to ask why 'weren't' they informed - I refer back to the fact that Council expected this to be an engagement process that Kinders Together would have undertaken.

Question 7

How can Enrollments for 2018 be used as a positive indicator for your flawed process when families were only given one week to accept offers?

Answer

Around 1,000 parents and carers have now accepted their offers with some positive feedback offered to Council. Around the majority receiving their first preference.

Question 8

What guarantees can council give that rural kindergartens will be protected against closure or merger with other kindergartens if the new provider deems it more a more viable option?

Answer

The management of the Kindergartens will be the responsibility of the providers. As such they will have the due diligence to manage the operations and strategic planning of all of the services they manage. However, they will be working in partnership with council through the MOU and licence agreement and any business decisions will be negotiated. Council uses its planning data and Central Enrolment system to inform the EYM's of the child and family population forecast for the specific Kindergarten areas.

Question 9

Will the new provider have Key performance indicators to ensure that it meets the ""service gaps"" the current provider is not filling? If so how will this be achieved?

Answer

Yes. These are being negotiated at the current time.

Question 10

At the last council meeting it was stated that councilors attended Kindergartens the Day of the meeting. Why was this visit in the middle of the day and not at pickup or drop off time?

Answer

Councillors arranged these sessions with regard to their individual calendars.

Question 11

Prior to the EOI process for EYM for Andrews Community Kindergarten, when was the last invitation / opportunity that kindergarten PAG groups had to meet with council to discuss what was happening at their individual centres.

Answer

The last Presidents and Council officer meeting was 10/10/2014. It was agreed that these were duplicating the role of Kinders Together and their planning meetings with the PAGs. It was agreed that they would discontinue.

Question 12

Have licensing agreements been signed with council by the independent kindergartens Cockatoo, Gembrook and Beaconsfield? If so will they also be put out to tender at the end of those agreements?

Answer

Currently under negotiation.

Question 13

Prior to the EOI did council read the association rules for each of the centres to gain an understanding about how each centre was currently run? Without community consultation or knowledge about individual services how could council provide accurate information to potential providers about the services and the way they operate or the expectations of the users of the service?

Answer

Precinct /demographic information was sent out with the EOI along with strategic documents that highlighted the needs across the Shire. The EOI referred to the spread of the Kindergartens in terms of the integrated child and family centres and the additional cluster of 14 Kindergartens along with centre information. Kindergarten costs, enrolment process, participation rates for centres, the MOU and licence agreement were all attached. Applicants could also access Key State Government strategic documents.

Question 14

At the last council meeting Ms Scicluna identified that the state of the children in Cardinia are on the decline. Can you identify what process was used to determine the probability that children identified in the data would be using the Sessional Kindergartens put out to tender? What is the percentage that would instead be using long day care centres, family day care centres, Private run kindergartens, Kindergartens outside the shire or not using the services at all? How will council be addressing the needs of the children who don't access sessional kindergarten but have been represented in this data?

Answer

Council has a strategic plan which it updates each year to forecast the need for Kindergarten places. It uses a range of data in order to this including Id profiling, central enrolment and information from Department of Education and Training. Currently it is estimated that around 20%

of children are accessing private kindergarten or kindergarten in a long day care setting. The Arena Child and Family Centre has operated a wrap around after kindergarten care provision which has proved very popular by working parents/carers. The incoming EYM's are currently consulting with 2018 parents/carers on their needs with a view to this provision being made available at other centres. Children with additional vulnerability or those who are not enrolled in kindergarten are identified through Council's central enrolment system, maternal and child health, children's services and via other agencies and provided with the information and support to access a place.

The Mayor referred questions received from Mrs Gloria O'Connor to the General Manager Planning and Development to read and respond.

The following questions and responses were provided.

Question 1

What figures can you give concerning gaming machines in Cardinia Shire, e.g. what number has been allocated by government for use in the Shire, how many are currently in use, and how many are yet to be taken up by new or existing venues? Is it obligatory for council to approve them? Do councils receive financial assistance from state government that has been acquired from the revenue by raised by state gaming machine policy? How does that policy operate?

Answer

The cap of Electronic Gaming Machines is directly linked to the population. With the growth of population in the growth corridor, we can expect to see this cap increase over time.

Council is not obligated to approve planning applications for gaming venues, however it is required to assess each application on its merit against the Cardinia Planning scheme. Council can also contest the issuing of the licence at the gaming commission, which has a different set of criteria including Net Community benefit and level of disadvantage.

The taxes or revenue created through the operation of the machines goes directly to the State Government, with some operators providing community grants as part of their community benefit program which Council can be involved in.

Cardinia Council has recently refused the last extension to the Hotel in Pink Hill Boulevard, which will be contested at VCAT.

The VCGLR website has our cap at 458.

In addition, our policy also says that in the growth area, the Electronic Gaming Machine (EGM) density cap is not exceed 10 EGMs per 1000 persons over the age of 18.

Current EGMS:

Pakenham Hotel	70	
Zagame's Cardinia Hotel	50	
Cardinia Club	105	
Cardinia Park Hotel	40	(notation in background policy saying future EGM's 18, unable to find permit to confirm).
Club Officer	60	(anticipated to go to 80)
Pink Hill Hotel	60	(anticipated to expire?)
(1 Station Street)		(80 if approved as sought)
Total	385	

Council is obliged to assess each new application for EGM's in accordance with the planning scheme and based on the merits of the application.

Council does not receive financial assistance/revenue from state government machine policy. However, venues are required to contribute to the community contribution scheme which Council oversees.

The state gaming machine policy operates separately from Council.

Question 2

What process was followed by Council for State government to set up the train maintenance and construction site on green wedge land adjacent towards Nar Nar Goon? What environmental concerns if any needed to be bypassed in order to construct the site?

Answer

The planning approvals for the train maintenance facility construction and ongoing operation were provided by the Minister for Planning. Council was asked for input into what should be considered, but not in the approval and any conditions attached to the permit. The Minister for Planning would be the best person to explain the process and considerations given in assessing the development. Council provided input into the permit but had no say in the actual conditions as this was a decision by the Minister for Planning.

Question 3

Is sponsoring and planning for a major airport a government or council responsibility ? How is it possible for Cardinia Shire Council to seriously consider introducing and creating airport policy, how much council financial resources was used to create and promote such a policy especially when there is need for road and drainage maintenance and many other council responsibilities waiting for attention? What attention was given to the agricultural and environmental suitability of the proposed site plus the justifiable concerns of the many residents who would be affected by such an inappropriate project? When did Council take any genuine action to consult with people in the surrounding township communities before launching such an unsatisfactory council plan?

Answer

Cardinia Council is required to ensure that the Cardinia planning scheme is consistent with the State Planning. Plan Melbourne has identified an airfield in the South East of Melbourne and as such Cardinia Council was required to ensure that its planning scheme and policies are aligned with the broader state objectives. Plan Melbourne and Infrastructure Victoria's 30 Year Strategy both highlight the future need for an airfield in the south east and ensure the ongoing success of Victoria and Councils policies enable this to be considered into the future. Significant studies and planning will be required by any proponent to enable an airport to be considered, approved and operated successfully.

Cardinia Council's Planning Scheme cannot be inconsistent with the State Planning Scheme.

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TOWN PLANNING**1 CARDINIA PLANNING SCHEME AMENDMENT C220 IMPLEMENTATION OF THE BEACONSFIELD STRUCTURE PLAN**

FILE REFERENCE INT1754186

RESPONSIBLE GENERAL MANAGER Andrew Paxton

AUTHOR Brooke Templeton; Celeste Grossi

RECOMMENDATION

That authorisation be sought from the Minister for Planning under Section 9(2) of the Planning and Environment Act 1987 to prepare amendment C220 to the Cardinia Planning Scheme to implement three Design and Development Overlays and to include the Beaconsfield Structure Plan (December 2013) as a reference document into the Cardinia Planning Scheme.

Attachments

- 1 Planning Scheme Amendment C220 documents 52 Pages
- 2 Beaconsfield Structure Plan (December 2013) 47 Pages

EXECUTIVE SUMMARY

The Beaconsfield Structure Plan was adopted by Council in December 2013 and was implemented as an incorporated document into the Cardinia Planning Scheme through Amendment C198 (approved May 2016). The approval of this Amendment was given with two conditions:

1. That the built form requirements within the Beaconsfield Point, Woodlands Grove and Princes Highway Precinct should be implemented via a more appropriate planning control.
2. An expiry date be placed on the structure plan to ensure that the objectives of the structure plan are achieved by implementing its requirements regarding built form through the appropriate planning tool.

In response to the above, three draft DDO's have been prepared based on the objectives and strategies as set out in the structure plan to guide built form outcomes for the following three precincts.

- **Proposed DD05** - Princes Highway Gateway Precinct (Beaconsfield Structure Plan - Pages 33-36)
- **Proposed DD06** - Beaconsfield Point Precinct (Beaconsfield Structure Plan - Pages 27-28)
- **Proposed DD07** - Woodlands Grove Precinct (Beaconsfield Structure Plan - Pages 29-30)

The proposed DDO's will be implemented through proposed Planning Scheme Amendment C220. Amendment C220 does not propose any new content, but is a direct translation of the objectives and strategies from the approved and adopted structure plan into an appropriate statutory tool.

We request a resolution to seek Authorisation from the Minister for Planning for Council to prepare Amendment C220 to the Cardinia Planning Scheme to introduce the three DDO's to the Beaconsfield town centre as per the approval requirements of the Minister for Planning.

BACKGROUND

The Beaconsfield Structure Plan area comprises of approximately 376 hectares of land within the Urban Growth Boundary (UGB) and is defined by:

- Holm Park Road and the major electricity transmission line easement to the north;
- Beaconhill Grange Residential Estate and Panorama Estate to the east; and
- Cardinia Creek to the south and west.

The structure plan was adopted by Council in December 2013 and was implemented into the Cardinia Planning Scheme as an incorporated document through Amendment C198 (approved May 2016).

After the public exhibition period for Amendment C198, a Panel Hearing was held at which the Panel raised concerns in relation to the submissions that were seeking a decrease in building heights in the Princes Highway Gateway Precinct. The Panel submitted that a height reduction would work against the strategic objectives of the site and the removal of references to height would allow any development to be assessed on its ability to achieve the broader planning objectives for the site. Council did not support the Panel's recommendation and was of the view that this precinct should be modified to demonstrate a preferred building height. Variations to the preferred height may be considered where it is demonstrated that the design meets the objectives and strategies of the precinct and the built form provides high quality urban design and architecture. This responds to the concerns expressed by the Panel, but places greater emphasis on design quality where an application seeks to exceed the preferred height and assists in addressing community concern.

The preferred height limits are appropriate to help guide the growth and sustainable development of the Princes Highway Gateway Precinct and will provide the local community, developers and investor's greater certainty and confidence regarding future development in Beaconsfield. It will also provide the framework and guidance for the consideration of future planning permit applications.

Post the Panel Hearing, discussions in relation to approval of the Amendment were undertaken with the Department of Environment, Land, Water and Planning (DELWP) who raised concerns with the incorporation of the document in its entirety into the Cardinia Planning Scheme. Incorporation of large documents that have within them, specific planning controls, make it difficult for those controls to be found and are effectively located in the 'back' of the Cardinia Planning Scheme. DELWP suggested that implementation should occur through a planning tool that is easily accessed and is located in the 'front' of the planning scheme, such as a Design and Development Overlay (DDO). A DDO is also the most appropriate tool to implement built form and height controls, particularly for the Princes Highway Gateway Precinct.

Given the above, approval of Amendment C198 was received with the following conditions:

1. A review of the Beaconsfield Structure Plan and the Planning Practice Note 13. 'Incorporated and Reference Document (PPN13), revealed that the built form requirements within the Beaconsfield Point, Woodlands Grove and Princes Highway Precinct should be implemented via a more appropriate planning control such as the Design and Development Overlay or the Development Plan Overlay.
2. Therefore, an expiry has been placed on the structure plan to 31 March 2019, to ensure that the objectives of the structure plan are achieved by implementing its requirements regarding

built form through the use of an appropriate planning control within the Victorian Planning Provision.

The Amendment proposes to remove the incorporation of the structure plan; however, the Beaconsfield Structure Plan will remain as a reference document within the Cardinia Planning Scheme, providing guidance for future use and development applications within the town centre. The Amendment is required in order to strengthen policy control in relation to the management of the design and built form outcomes of the Beaconsfield Structure Plan. The DDO for the Princes Highway Gateway Precinct provides both minimum and preferred maximum height requirements, with a preferred maximum height of four storeys and a minimum height of two storeys. However, applications to vary the preferred maximum height will be considered providing it can be demonstrated how the development will continue to achieve the design objectives and requirements of the DDO. A further reduction in the height of buildings will not be supported for the following reasons as stated in the Panel Report for Amendment C198:

- Undermine the potential to create a sense of arrival to Beaconsfield.
- Decrease the possible mixed use development of this precinct.
- Create no active frontage, surveillance or access to the Cardinia Creek landscape.
- Increase surface car parking that would dominate the precinct.
- Destroy the overall objective of strengthening the Beaconsfield town centre.

The DDO's will ensure the precinct character guidelines are given due consideration when assessing planning permit applications for buildings and works, ensure consistency in the design of development within the Beaconsfield town centre and encourage Crime Prevention Through Environment Design (CPTED).

The proposed DDO's support the principles of CPTED, which promotes the rationale that buildings, neighbourhoods and public spaces that are designed to incorporate safe design principles can reduce opportunities for crime against people and property, improve community perceptions about the safety of the public realm (open space, footpaths, car parks etc.) and enhance the liveability of urban areas.

The three DDO's allow the development of design solutions that encourage the use of the public realm by maximising the opportunities of the precincts to be observed by surrounding buildings and adjoining spaces. This is undertaken through the promotion of increased building heights, zero street setbacks, active frontages, providing passive surveillance to surrounding open space and ensuring adequate access arrangements. Through design response inappropriate behaviour is more visible and therefore, a much less desirable location for criminal and antisocial behaviour due to the higher probability of such behaviour being witnessed. This makes these spaces feel safer and encourages use of the public realm.

Specifically, the DDO's will inform the following:

- Minimum and preferred maximum building height enabling better sightlines of the surrounding area.
- Preferred outcomes of building facades and street frontages; creating zero metre street setbacks.
- Establishes active and safe street frontages; minimising blank walls and ensuring welcoming development.
- Improved pedestrian amenity through the provision of adequate access and connectivity.
- Safety in the form of maximising passive surveillance to the public domain, the provision of adequate lighting and sufficient activity within the precincts.
- Integrated car parking.

Next steps

We are at **Stage 1** of the Planning Scheme Amendment Process as detailed below in Figure 1.

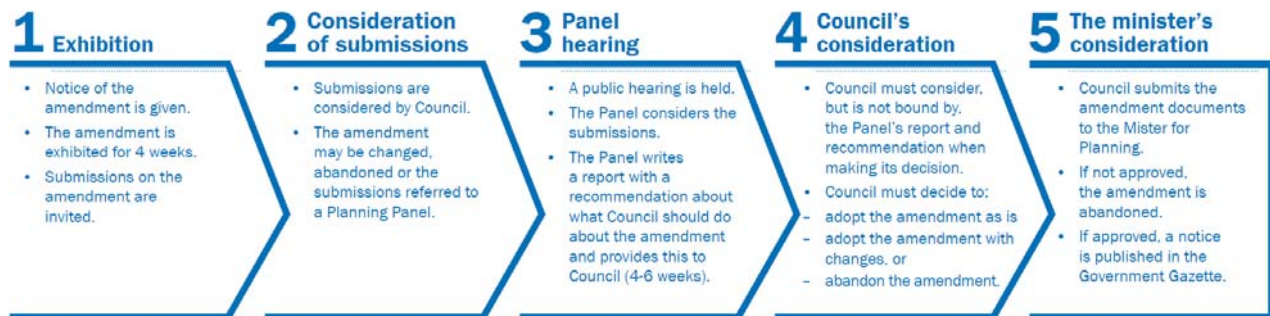


Figure 1: Steps in Planning Scheme Amendment process

If Council resolves to seek Authorisation from the Minister for Planning, the sub stages within Stage 1 will be undertaken and public exhibition of the Amendment will commence.

POLICY IMPLICATIONS

- **Plan Melbourne Metropolitan Planning Strategy - 2017**

Plan Melbourne is the Metropolitan Planning Strategy for Melbourne and sets the vision for and guides Melbourne's growth through the year 2050. It identifies the key issues relevant to the Beaconsfield town centre including the importance of providing well-designed alternative housing in suitable locations.

The relevant directions and initiatives of Plan Melbourne are as follows

- **Direction 1.2** - Improve access to jobs across Melbourne and closer to where people live.
Policy 1.2.2 - Facilitate investment in Melbourne's outer areas to increase local access to employment.

- **Direction 2.1** - Manage the supply of new housing in the right locations to meet population growth and create a sustainable city.
Policy 2.1.1 - Maintain a permanent urban growth boundary around Melbourne to create a more consolidated, sustainable city.

Policy 2.1.2 - Facilitate an increase percentage of new housing in established areas to create a city of 20-minute neighbourhoods close to existing services, jobs and public transport.

Policy 2.1.4 - Provide certainty about the scale of growth in the suburbs.

- **Direction 2.2** - Deliver more housing closer to jobs and public transport.
Policy 2.2.3 - Support new housing in activity centres and other places that offer good access to jobs, services and public transport.

- **Direction 2.4** - Facilitate decision-making processes for housing in the right locations
Policy 2.4.1 - Support streamline approval processes in defined locations.

- **Direction 3.3** - Improve local travel options to support 20-minute neighbourhoods
Policy 3.3.1 - Create pedestrian-friendly neighbourhoods

- **Direction 4.3** - Achieve and promote design excellence
Policy 4.3.1 - Promote urban design excellence in every aspect of the built environment.

- **State Planning Policy Framework (SPPF)**

Amendment C220 has been prepared in accordance with Clauses 9 (Plan Melbourne), 11 (Settlement), 11.06 (Metropolitan Melbourne), 15 (Built Environment and Heritage), 16 (Housing) and 17 (Economic Development) of the State Planning Policy Framework (SPPF). The amendment supports the objectives of these policies for the following reasons:

- The DDO's provide a tool to ensure well-designed and alternative housing in suitable locations within the Beaconsfield town centre.
- Supports housing growth and diversity in defined housing change areas and redevelopment sites.
- Provides certainty about the scale of growth in the suburbs by prescribing appropriate height and site coverage provisions for different areas.
- Provides a guide for structure, functioning and character of settlements in order to promote sustainable growth and development.
- Establishes a Neighbourhood Character to recognise and protect cultural identity and create a sense of place.
- Provides the tool to create a safe and functional precinct.
- Locates housing in or close to activity centres and employment corridors that offer good access to services and transport.

- **Local Planning Policy Framework (LPPF)**

The Municipal Strategic Statement (MSS) and Local Planning Policy Framework (LPPF) provides the vision for land use planning and development with Cardinia Shire. Clauses 21.01 (Cardinia Shire Key Issues and Strategic Vision), 21.02 (Environment), 21.03 (Settlement and Housing), 21.04 (Economic Development), 21.05 (Infrastructure) and 21.06-2 (Community Safety) and relevant to Amendment C220. The amendment supports the objectives and strategies of the above local policies for the following reasons:

- Implements a tool into the planning scheme that encourages an attractive, functional and sustainable built form in existing and future development.
- Ensures greater housing choice and diversity.
- Creates multi-use linked open space networks.
- Facilitates the development of retail, commercial, community, residential and entertainment activities within the Beaconsfield town centre to meet the needs of the existing and future community.
- Controls the orderly expansion and management of the Beaconsfield town centre.
- Supports active street frontages and street-based community interaction.
- Maximises passive surveillance of public open space.

RELEVANCE TO COUNCIL PLAN

The following relevant key actions within the 2017 Council Plan have been identified:

Section 2 Our community is relevant; the objective is *we will foster a strong sense of connection between Cardinia Shire's diverse communities.*

- Action 2.1.2 of the Council Plan seeks to *promote access to and encourage, a mix of housing types to cater for the varying needs of people in the Cardinia community.*

Section 4 Our Economy is relevant; the objective is *we will create and support local employment and business opportunities for our community and the wider region.*

- Action 4.1.1 of the Council Plan seeks to *plan for and support local employment opportunities.*
- Action 4.1.2 of the Council Plan seeks to *support the development of existing and new businesses within the shire.*

CONSULTATION/COMMUNICATION

Planning Scheme Amendment C220 documents will be exhibited to the public for a period of four weeks from 12th October until 13th November 2017 as part of the planning scheme amendment process.

FINANCIAL AND RESOURCE IMPLICATIONS

There are no additional resource implications associated with undertaking the planning scheme amendment and costs associated with this process are provided for within the current and proposed Strategic Planning budget 2017/2018. The application of the DDO's provides a clear policy framework to assist Council planners when assessing and making decisions on applications in the Beaconsfield town centre.

CONCLUSION

The proposed DDO's have been prepared in response to conditions of approval to Planning Scheme Amendment C198 to ensure that the Beaconsfield Structure Plan has been implemented appropriately into the Cardinia Planning Scheme. The DDO's are a direct translation of the objectives and strategies as set out in the structure plan. Proposed Amendment C220 does not propose any new content and the strategic justification for this amendment has been confirmed and accepted through the previously prepared and approved Amendment C198.

The DDO's ensure that the precinct character guidelines are given due consideration when assessing planning applications for buildings and works and ensure consistency in the design of development within the Beaconsfield town centre.

It is recommended that Council resolve to seek Authorisation from the Minister for Planning to prepare and exhibit Amendment C220 to the Cardinia Planning Scheme.

**CARDINIA PLANNING SCHEME AMENDMENT C220 IMPLEMENTATION
OF THE BEACONSFIELD STRUCTURE PLAN**

Moved Cr G Moore Seconded Cr J Springfield

That authorisation be sought from the Minister for Planning under Section 9(2) of the Planning and Environment Act 1987 to prepare amendment C220 to the Cardinia Planning Scheme to implement three Design and Development Overlays and to include the Beaconsfield Structure Plan (December 2013) as a reference document into the Cardinia Planning Scheme.

Cd.

GENERAL REPORTS

2 **CARDINIA SHIRE EARLY EDUCATION AND CARE SERVICE EXPRESSION OF INTEREST PETITION**

FILE REFERENCE INT1752407

RESPONSIBLE GENERAL MANAGER Jenny Scicluna

AUTHOR Pamela Martin

RECOMMENDATION

That Council receive and note the petition regarding Early Years Management and respond to the organiser of the petition advising of the information contained in the below report.

Attachments

Nil.

EXECUTIVE SUMMARY

A petition was tabled at the July Council meeting, the prayer of the petition read:

We are demanding that:

1. Licencing fees of \$35,000 and \$55,000 are removed to ensure affordable kindergarten for those in our community;
2. The tender process is revisited and that Kinders Together are given the opportunity to continue managing the kindergarten within Cardinia Shire Council to ensure we have consistent and exceptional EYM

As such, Council considered the community requests and the following information responds to the prayer of the petition.

1. Licencing Fee

The licencing fee detailed in the EOI is an estimate of operational costs involved in the maintenance and running costs of each kindergarten building and surrounds. The operational costs include cleaning, public utilities, building maintenance and grounds maintenance. These costs are already paid by the Early Years Manager.

Council is centralising the payment of these costs to eliminate duplication of effort, which occurs now.

The Early Years Manager will pay an estimated amount quarterly. The final payment (4th quarter) will be reconciled with the actual cost of the year's operational costs. The fourth payment will be adjusted to reflect actual cost not estimated cost.

Following the first year of operations the licencing fee will be reviewed and adjusted to reflect the actual cost amount for the previous year.

Council is not making any "profit" from this licencing fee.

Kindergartens will continue to be "rent free" unlike other local governments where rent is charged.

The licencing fee doesn't put any upward pressure on kindergarten fees. The fee is what the Early Years Manager is responsible for now.

2. Expression of Interest Review

Council has thoroughly debated and analysed the outcome of the expression of interest process undertaken for the Early Years Education and Secondary Services for various kindergarten centres within the Shire.

As an outcome of this, it was resolved at the Council Meeting held on Monday 17 July 2017 that the Council's CEO re-negotiate the award of management of these kindergartens so that Bestchance be appointed to manage all kindergartens under the current cluster arrangement being Beaconsfield, Cockatoo and Gembrook. but the new facility being constructed as part of the new Gum Scrub Creek Primary School.

With One Tree withdrawing its application, Bestchance has been allocated Lakeside, Pakenham Springs and Henry Family and Children Centre kindergartens.

Documentation regarding Bestchance (18) and ECMS (1) being the Early Years Managers for 19 kindergartens has been signed by both parties.

Bestchance and ECMS will now proceed to engage with Parents, Parent Advisory Groups and Educators to enable the 2018 kindergarten year to operate smoothly.

As the majority Councillors voted for the appointment of Bestchance and ECMS, Council does not consider rescinding the motion would be appropriate. Further, the decision has been actioned by the Chief Executive Officer and the motion cannot be rescinded.

BACKGROUND

Council has recently concluded a comprehensive Expression of Interest (EOI) process to select the providers to deliver early years education and care at Council-owned facilities across Cardinia Shire including kindergarten facilities.

The successful providers will commence in 2018 for a five-year period.

Evidence shows that high quality early years education and care is vital to the long-term development of children and over recent years there have been significant policy reforms aimed at improving the access and quality of the service.

While Council does not directly deliver early years education services, it is obligated to ensure the service is the best it can possibly be for the Shire's community, now and into the future.

As a result of the EOI the current Early Years Manager was not successful in retaining its Early Years Manager position in the Shire. This has resulted in a level of community backlash from current parents, educators and the organisation. The recent Council resolution enabled these community members to voice those concerns and for Council to respond and confirm its resolution.

Council has acknowledged that information regarding the process and the voice of the Parent Advisory Group, Educators and families in the lead up to the process was lacking from both the

responsibility of the current provider and Council. Commitment has been given that relationships with Parent Advisory Groups, the providers and Council will be strengthened through the Licence Agreements and MOU arrangements.

POLICY IMPLICATIONS

N/A

RELEVANCE TO COUNCIL PLAN

The recommendations align with Council's Plan, specifically:

- 1.1 Access to a variety of services for all.
 - 1.1.1 Continually review services to ensure those provided by Council meet community needs.
 - 1.1.2 Routinely review overall community needs for services and either deliver or advocate for others to provide services to meet those needs.
- 1.2 Access to support services and programs for young people.
 - 1.2.2 Advocate for increased locally based health services to support our young people.
 - 1.2.3 Investigate opportunities for allied services to be co-located with Council facilities
- 1.4 Improved health and wellbeing for all
 - 1.4.4 Support children, young people, families, older adults and people of all abilities by providing a range of accessible services and facilities.
- 2.4 Improved health and wellbeing of our residents.
 - 2.4.3 Support the provision of services by Council or others for people of all abilities.

CONSULTATION/COMMUNICATION

Communication regarding the concerns raised in this petition has taken place over several weeks in the lead up to the General Council meeting 17 July 2017. Various responses were provided to individuals along with broader community media information.

FINANCIAL AND RESOURCE IMPLICATIONS

N/A.

CONCLUSION

The issues raised in this petition have been on the whole considered and responded to through the Council resolution on 17 July 2017 and through communication to the community through the process.

Learnings have been acknowledged and the development and implementation of the Early Years Management provision from January 2018 has been informed by the learnings and will be strengthened as a result.

2 CARDINIA SHIRE EARLY EDUCATION AND CARE SERVICE EXPRESSION OF INTEREST PETITION

Moved Cr G Moore Seconded Cr J Springfield

That Council receive and note the petition regarding Early Years Management and respond to the organiser of the petition advising of the information contained in the below report.

Cd.

3 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

FILE REFERENCE INT1752668

RESPONSIBLE GENERAL MANAGER Garry McQuillan

AUTHOR Doug Evans

RECOMMENDATION

That Michael Ellis be appointed Acting Chief Executive Officer for the period 25 August to 15 September during a period of annual leave by the Chief Executive Officer

Attachments

Nil.

EXECUTIVE SUMMARY

To appoint an Acting CEO whilst the CEO is taking a period of annual leave.

BACKGROUND

The CEO Mr Garry McQuillan will be taking a period of annual leave between 25 August and 15 September and it is therefore necessary to appoint an Acting CEO for this period. Mr Michael Ellis, General Manager Assets and Services is available to full this role during this period.

CONCLUSION

It is considered appropriate for the Council to appoint Mr Michael Ellis as acting CEO during this period of annual leave by the CEO.

3 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

Moved Cr G Moore Seconded Cr J Springfield

That Michael Ellis be appointed Acting Chief Executive Officer for the period 25 August to 15 September during a period of annual leave by the Chief Executive Officer

Cd.

4 DELEGATIONS

FILE REFERENCE INT1754189

RESPONSIBLE GENERAL MANAGER Derek Madden

AUTHOR Doug Evans

RECOMMENDATION

That Council having reviewed the delegation in place resolves to:

1. Confirm the existing delegations to Committees established under the provisions of Section 86 of the Local Government Act;
2. Execute a new Instrument of Delegation to the Chief Executive Officer, as attached
3. Execute a new Instrument of Delegation to the Town Planning Committee, as attached, and
4. Execute a new Instrument of Delegation to members of Council staff, as attached.

Attachments

1	Instrument of delegation to CEO	3 Pages
2	Instrument of delegation to members of council staff	29 Pages
3	Delegations to Section 86 committees	1 Page
4	Instrument of delegation to Town Planning Committee	3 Pages

EXECUTIVE SUMMARY

To review the various delegations in place and to execute new Instruments of Delegation where required

BACKGROUND

Council is required by the provisions of Section 98(6) of the Local Government Act to review all delegations in place within 12 months of a general election, in addition Section 86(6) of the Act also requires Council to review any delegation to a special committee in force under Section 86. This briefing paper provides the opportunity for such a review.

WHY DELEGATE?

Council is a statutory entity composed of its members (ie the Councillors) and it is able to do only those things which it is authorised by statute to do. The sources of council authority can be summarised as:

- power to do things which a "natural" person can do - in particular, the power to enter into contracts;
- powers conferred by provisions of 77 separate acts and regulations, such as the Local Government Act 1989 and the Planning and Environment Act 1987;

Because Council is not a "natural" person, it can act in only one of two ways: by resolution at a properly constituted Council Meeting or through others acting on its behalf.

The power of a Council to act by resolution is set out in section 3(5) of the Local Government Act -

"(5) Where a Council is empowered to do any act, matter or thing, the decision to do the act, matter or thing is to be made by a resolution of the Council."

Most Council decisions however are not made at Council meetings. Effective functioning of the Council would not be possible if they were. Instead, most decision-making power is allocated by formal delegations.

The Local Government Act 1989, as well as other legislation, makes express provision for the appointment of delegates to act on behalf of Councils. There are two basic forms of delegation under the Local Government Act 1989, delegations to Committees and delegations to members of staff.

Delegations to Committees

Currently Council has delegated various powers and duties to a range of Committees established under the provisions of Section 86 of the Local Government Act and these are detailed in the attached document. It is suggested that delegations to these Committees be confirmed.

The only other Committee in place that has delegated powers is the Town Planning Committee. This Committee by Instrument of Delegation dated 16 November 2009 has the powers:

'To exercise Council's powers, discretions and authorities to perform Council's functions under the Planning and Environment Act 1987 in accordance with relevant policies and guidelines of the Council and to do all things necessary or convenient to be done for or in connection with the performance those functions, duties and powers':

The following limitations also apply to the Town Planning Committee:

The Committee is not authorised to exercise the powers which, under section 86 of the Local Government Act 1989 or section 188 of the Planning and Environment Act 1987, cannot be delegated to the Committee.

It is suggested that this delegation remain in force.

Delegations to staff

There are two distinct Instruments of Delegation to staff.

These are:

- Instrument of Delegation to the Chief Executive Officer, and
- Instrument of Delegation to members of Council staff relating to various Acts and Regulations which contain a specific power of delegation.

The reason for separate instruments of delegation depends on the source of the power of delegation.

Section 98(1) of the Local Government Act provides that a Council may, by instrument of delegation, delegate to a member of its staff any power, duty or function of a Council under the Local Government Act or any other Act, other than certain specified powers.

Section 98(2) provides that the Chief Executive Officer may, by instrument of delegation, delegate to a member of the Council staff any power, duty or function of his or her office, except the power of delegation itself.

Other Acts also empower a Council to delegate certain powers, duties or functions. For example, section 188 of the Planning and Environment Act 1987 and section 58A of the Food Act 1984, empower Councils to delegate their powers under those Acts to members of Council staff.

There is a presumption that a power of delegation cannot be sub-delegated in the absence of express authority to do so.

The Planning and Environment Act, the Food Act, Part 9B of the Environment Protection Act and Part III of the Health Act and the Road Management Act contain specific powers of delegation, but do not contain an express power of sub-delegation. Therefore, it is assumed that the power of delegation cannot be sub-delegated. This means it is necessary for the delegation to come from Council to the staff members directly.

By contrast the Local Government Act provides that the powers of delegation under that Act can be either delegated to its staff members or to the CEO, who may then sub-delegate his or her powers (provided that the delegation to the CEO specifically authorises him or her to sub-delegate).

Therefore, the CEO is able to sub-delegate to Council staff without infringing the presumption.

As Council has a multitude of powers under 77 separate pieces of State legislation as well as various miscellaneous and administrative powers it is necessary for the efficient functioning of the Council for the Chief Executive Officer to sub delegate these powers to the relevant members of council staff.

Council last executed Instruments of Delegation to the CEO on 16 November 2009 and to members of staff in February 2016.

Decision guidelines for planning staff.

Council has previously adopted guidelines stipulating what matters under the Planning & Environment Act are to be placed before the Council or Town Planning Committee for decision, irrespective of the delegation to staff.

The guidelines previously adopted are as follows:

Planning permits.

- An application subject of a previous application that raised significant community interest.
- An application with four or more objections
- An application which raises matters which are in conflict with planning policy and may set a significant precedent which may be deemed to be planning policy.
- An application which involves a reduction in car parking which does not meet rates agreed to by council in an adopted policy, strategy or guidelines.
- An application for a major commercial development
- An application where the recommendation is to refuse an application, unless the proposal is prohibited under the planning scheme, or where a referral authority objects to the issue of a permit
- An application where a Councillor has requested for a matter to be reported to council/committee.
- An application lodged by Council or on behalf of Council unless the works are of a minor nature where no objections have been received.
- A significant amendment to any application previously approved by the Council or Committee

Planning Scheme Amendments

- A decision to seek authorisation to prepare a planning scheme amendment.
- A decision to refer submissions to an independent panel for consideration.
- A decision to adopt or abandon a planning scheme amendment (must be a council decision).

Other Planning Matters

- A request to cancel a planning permit.
- Lodgement of an application to the Supreme Court.
- New Planning Policies or Guidelines.
- Response to State Government on planning policy.

Exceptions to Guidelines

It should be noted that if due to an urgency in making a decision on a planning matter (ie the application is over the allotted statutory days and/or no meetings are scheduled due to the Christmas period) the matter is unable to be referred to the Town Planning Committee the following procedure will be followed.

- The matter will be reported in the weekly Bulletin to councillors. Councillors will be advised of the details of the application, any objections received consideration of main issues and a draft determination will be provided for consideration.
- Councillors will be invited to submit any comments they may have regarding the application before a decision is made under delegation.

No changes to these decision guidelines are proposed, however it should be noted that with the recently introduced VicSmart applications are required to be decided by the CEO or his delegate and these forms of applications will be exempt from these guidelines.

VicSmart is a streamlined assessment process for straightforward planning permit applications. Classes of application are identified in the planning scheme as being VicSmart and have specified requirements for information, assessment processes and decision guidelines.

Key features of VicSmart include:

- a 10 day permit process
- applications are not advertised
- information to be submitted with an application and what council can consider is pre-set
- the Chief Executive Officer of the council or delegate decides the application.

POLICY IMPLICATIONS

Amending the delegations and decision guidelines will establish a new policy position in regards to these matters.

RELEVANCE TO COUNCIL PLAN

Nil

CONSULTATION/COMMUNICATION

Council staff have been consulted in regard to the requirements to update the Delegations and Decision Guidelines.

FINANCIAL AND RESOURCE IMPLICATIONS

There are no financial implications involved in this matter.

CONCLUSION

Council is required to review all delegation in place within 12 months of a General Election. This report provides that opportunity.

4 DELEGATIONS

Moved Cr G Moore Seconded Cr J Springfield

That Council having reviewed the delegation in place resolves to:

1. Confirm the existing delegations to Committees established under the provisions of Section 86 of the Local Government Act;
2. Execute a new Instrument of Delegation to the Chief Executive Officer, as attached
3. Execute a new Instrument of Delegation to the Town Planning Committee, as attached, and
4. Execute a new Instrument of Delegation to members of Council staff, as attached.

Cd.

5 SALE OF LAND ABUTTING 425 PRINCES HIGHWAY, OFFICER

FILE REFERENCE INT1752414

RESPONSIBLE GENERAL MANAGER Derek Madden

AUTHOR Doug Evans

RECOMMENDATION

That:

1. Council commence the statutory procedures in accordance with section 189 of the Local Government Act, 1989, (the Act) to sell a portion of land abutting 432 Princes Hwy Officer as shown on the attached locality plan.
2. Council publish a notice in the local paper for Officer under section 189 of the Act advising of the proposal to sell the land to the abutting owner.
3. In the event of no submissions being received, the Chief Executive Officer be authorised on behalf of Council to affect the proposed subdivision of the land and sign and seal all documentation associated with the sale of land.
4. In the event of submissions being received, a committee comprising of the ward Councillor and one other councillor be appointed and the Chief Executive Officer be authorised to set the day, time and place for the hearing of such submissions

Attachments

- 1 Locality plan 1 Page

EXECUTIVE SUMMARY

This report recommends that Council, acting under section 189 of the Local Government Act 1989 (the Act) and also in accordance with sections 223 of the Act, commence the statutory procedures to sell a portion of the land abutting 432 Princes Hwy Officer, shown on the attached plan (Land).

BACKGROUND

Council has been approached by the owner of 432 Princes Hwy Officer in relation a proposal to sell part of Lot 1 on PS512528, abutting their property at 432 Princes Hwy, (see attached plan). This enquiry has been generated by a planning permit application for the development of their site and it was considered this Land could be used for car parking.

The Council land is currently used as a carpark and part of the Land is required for an intersection upgrade at the corner of Station Street and Princes Hwy. It is proposed that approximately 200 square metres are excess to Councils requirements and could be considered for sale. If a decision is made to sell the Land a subdivision of the Land will be carried out, taking account of the construction requirements for the intersection upgrade.

POLICY IMPLICATIONS

The sale of the Land to the owners of the 432 Princes Hwy Officer is not considered to raise any significant policy implications, as the Land is not required for open space, drainage or other public purposes (walkway).

The State Government has developed guidelines for the sale of Council land, known as "Local Government Best Practice Guidelines for the Sale and Exchange of Land" (the Guidelines). This

document provides guidance for the sale of Council land but Council is not bound by the Guidelines. The Guidelines provide that all sales or transfers should be in the best interest of the community. Generally it is expected that land will be offered to the market by a public marketing campaign, however where the purchasers are limited, as is the case in this situation it is considered reasonable to negotiate directly with an abutting owner and sell the Land based upon a market valuation

RELEVANCE TO COUNCIL PLAN

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

CONSULTATION/COMMUNICATION

An internal referral has been carried out and there are no concerns raised except that part of the Land will be retained for an intersection upgrade.

Officers have consulted with the Officer Community Association in relation to the proposal and they have advised they are supportive of the proposal.

Council are required to carry out the statutory procedures in relation to the proposal to sell the Land under the Act, including giving public notice of the intention to sell the Land, and hear any submissions received in this regard.

FINANCIAL AND RESOURCE IMPLICATIONS

If a decision is made to sell the Land it will be sold at the market value of the Land and the abutting owner has also agreed to pay all costs associated with the proposal.

CONCLUSION

As the proposal to sell the Land has no apparent detrimental effect the subject portion of Land is considered to be suitable for sale.

5 SALE OF LAND ABUTTING 425 PRINCES HIGHWAY, OFFICER

Moved Cr G Moore Seconded Cr J Springfield

That:

1. Council commence the statutory procedures in accordance with section 189 of the Local Government Act, 1989, (the Act) to sell a portion of land abutting 432 Princes Hwy Officer as shown on the attached locality plan.
2. Council publish a notice in the local paper for Officer under section 189 of the Act advising of the proposal to sell the land to the abutting owner.
3. In the event of no submissions being received, the Chief Executive Officer be authorised on behalf of Council to affect the proposed subdivision of the land and sign and seal all documentation associated with the sale of land.
4. In the event of submissions being received, a committee comprising of the ward Councillor and one other councillor be appointed and the Chief Executive Officer be authorised to set the day, time and place for the hearing of such submissions

Cd.

6 SALE OF PROPERTY - 21 STRINGY BARK CIRCUIT, PAKENHAM

FILE REFERENCE INT1754161

RESPONSIBLE GENERAL MANAGER Derek Madden

AUTHOR Doug Evans

RECOMMENDATION

For a report to be presented to Council with a recommendation to commence the statutory procedures of a proposal to sell 21 Stringy Bark Circuit, Pakenham and commence the procedures to remove the reserve status from the land.

Attachments

- 1 Aerial view 1 Page
- 2 Locality plan 1 Page

EXECUTIVE SUMMARY

Council owns the property at 21 Stringy Bark Circuit Pakenham (Land) which was transferred into Council ownership in 2004 as part of the open space contribution associated with Stringy Bark Circuit subdivision of land. The Land is considered to be not required for this use and as such is excess to Council requirements, therefore it is recommended that Council consider a proposal to sell the Land on the open market.

BACKGROUND

The ownership of Reserve 1, 21 Stringy Bark Circuit was transferred to Council in 2004 as part of a subdivision of the residential area. The property is vacant land.

Further details of the property are as follows:

Property details: The property is known as Reserve 1 PS447452U and is more particularly described on certificate of title volume 10807 folio 091.

Land area 464 square metres.

Zone: Comprehensive Development Zone – Schedule 1 (CDZ1)

Overlays: Development Contributions Plan Overlay –Schedule 1 (DCP01)

A market valuation of the Land will be carried out closer to the time of a proposed sale, as it is necessary that in accordance with the statutory procedures that a valuation be carried out within 6 months of a sale.

As the Land is a reserve on title it is necessary prior to the sale of the Land to remove the reserve status from the Land under Section 24 of the Subdivision Act 1988

POLICY IMPLICATIONS

The State Government developed guidelines for the sale of Council land, known as “Local Government Best Practice Guidelines for the Sale and Exchange of Land” (the Guidelines). This document provides guidance for the sale of Council land but Council is not bound by the Guidelines.

The Guidelines provide that all sales or transfers should be in the best interest of the community. Furthermore, the Guidelines propose that all sales should be by a market tested sales campaign. As such if a decision is made for Council to sell the Land it is proposed that an independent real estate agent be appointed to sell the Land by public auction.

RELEVANCE TO COUNCIL PLAN

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

CONSULTATION/COMMUNICATION

It is proposed that a report be prepared for Council recommending that Council commence the statutory procedures associated with a proposal to sell the Land. If such a resolution is adopted Council will give public notice of the intention to sell this property in accordance with section 189 and 223 of the Local Government Act 1989 (the Act) in the local paper circulating in this area and a notice on Council's website.

Any submission received following such public notice will be considered by a committee of Council.

FINANCIAL AND RESOURCE IMPLICATIONS

Following the removal of the reserve status and the statutory process to sell the property are carried out, if a decision is made to sell the Land, the Land should be offered by an open market campaign and it is expected that the Land be sold at or above the market valuation. Prior to the sale of the Land a market valuation will be carried out, in order to establish the reserve price and to satisfy the requirements of the Act.

CONCLUSION

It is recommended that a report proceed to Council to lodge a planning application to remove the reserve status and commence the statutory procedures in relation to a proposal to sell 21 Stringy Bark Circuit (reserve 1) Pakenham on the open market.

6 SALE OF PROPERTY - 21 STRINGY BARK CIRCUIT, PAKENHAM

Moved Cr G Moore Seconded Cr J Springfield

1. That Council commence the statutory procedures under Sections 189 and 223 of the Local Government Act 1989 and that Council publish a Notice in the local paper circulating in the area for Pakenham advising of a proposal to sell the land at 21 Stringy Bark Circuit Pakenham.
2. In the event of submissions being received, a Committee comprising of the Central Ward Councillors be appointed and the Chief Executive Officer be authorised to set the day, time and place for the hearing of such submissions;
3. In the event of no submissions being received, the Chief Executive Officer be authorised on behalf of Council to:
 - a. effect the sale of land by a public sale process and the property will not be sold for less than the market value of the land:
 - b. execute all the documentation associated with the sale.
4. That a subdivision application be lodged to remove the reserve status.

Cd.

7 CHANGE OF STATUS FROM PLANTATION RESERVE TO ROAD RESERVE ALONG THE FRONTAGE OF PROPERTIES 22, 30 AND 34 SIMS LANE KOO WEE RUP

FILE REFERENCE INT1754524

RESPONSIBLE GENERAL MANAGER Derek Madden

AUTHOR Doug Evans

RECOMMENDATION

1. That Council commence the statutory procedures under Sections 192 and 223 of the Local Government Act 1989 (the Act) in the local paper circulating in the area of Koo Wee Rup advising of the proposal to change of the status of the land area abutting the frontages of 22, 30 and 34 Sims Lane, Koo Wee Rup.
2. In the event of submissions being received, a committee comprising Port Ward Councillors be appointed and the Chief Executive Officer be authorised to set the day, time and place for the hearing of such submissions.
3. In the event of no submissions being received, the Chief Executive Officer be authorised on behalf of the Council to execute all documentation associated with the change of status of the land.
4. That a subdivision application be lodged to remove the Plantation Status and create the Road Reserve status.

Attachments

- | | | |
|---|------------------------------|---------|
| 1 | Aerial image | 1 Page |
| 2 | Locality plan | 1 Page |
| 3 | Plan of subdivision | 1 Page |
| 4 | Proposed plan of subdivision | 2 Pages |

EXECUTIVE SUMMARY

Council owns the property at Sims Lane Koo Wee Rup (Land) which was transferred into Council ownership in 1993, which was then the Shire of Cranbourne. The Land is considered to be not required for this use and therefore it is recommended that Council support the proposal to change the use to road reserve.

BACKGROUND

The ownership of Plantation Reserve 1, 2, 3 and 4, Sims Lane, Koo Wee Rup was transferred to Council in 1993 as part of a subdivision of the residential area. The Reserves are vacant land abutting residential properties.

We have been approached by the owner of 34 Sims Lane, Koo Wee Rup (Lot S4 PS318511), as the plantation reserve restricts potential future use and development of the land owner's property, as there is only a small section of their frontage that has direct access to the road. When the original Plan of Subdivision was created, the future development proposal for the site was that further access would be provided through Lot A at Supreme Close (as shown on the attached subdivision plan) to provide rear access to Lots in Sims Lane. This access was not created and therefore the anticipated access and potential for future development has been restricted. The proposal to create a road reserve along Sims Lane will allow for greater development potential of these properties.

It is intended to change the land status from reserve to road for all of reserve 1,2 and 3 and that part of Reserve 4 that abutts Sims Lane by a plan of subdivision. The remaining section of Reserve 4 will remain as plantation reserve.

Further details of the Land are as follows:

Property details: The Land is known as Reserves 1 to 4 PS318511C and is more particularly described in Certificates of Title Volume 10132 Folios 555, 556, 557 and 558.

Land area 307 square metres (subject area being Reserve 1, 2, 3 and part 4)

Zone: Neighbourhood Residential (NRZ1)

Overlays: Land Subject to Inundation (LSIO)

As the Land is a reserve on title it is necessary to change the reserve status from the Land under Section 24A of the Subdivision Act 1988 to a road.

POLICY IMPLICATIONS

The change of the status of the land is not considered to raise any significant policy implications, as the land is not required for open space, drainage or other public purposes.

RELEVANCE TO COUNCIL PLAN

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

CONSULTATION/COMMUNICATION

Consultation has been carried out with appropriate internal departments who are in support of the proposal to change the status of the land.

Subject to this report, it is proposed that Council give public notice of the intention to change the status of the land, in accordance with Section 192 and 223 of the Act, in the local paper circulating in the area and Council website.

Any submissions received following such public notice will be considered by a committee of Council.

FINANCIAL AND RESOURCE IMPLICATIONS

Following consultation, if a decision is made to change the status of the land, the attached proposed Plan of Subdivision will be lodged. The anticipated Development potential of the land after the status has been changed is in accordance with Council Plan for the area.

CONCLUSION

That Council support the proposal to commence the procedures to change the status of the Land, known as Plantation Reserve 1, 2, 3 and part of 4 on PS318511C in order to:

- Commence Statutory procedures associated with the proposal to change the status of the land;
- Commence the process to subdivide the Reserve and remove the Plantation Reserve status on the land and create a Road Reserve status.

**7 CHANGE OF STATUS FROM PLANTATION RESERVE TO ROAD RESERVE
ALONG THE FRONTAGE OF PROPERTIES 22, 30 AND 34 SIMS LANE
KOO WEE RUP**

Moved Cr G Moore Seconded Cr J Springfield

1. That Council commence the statutory procedures under Sections 192 and 223 of the Local Government Act 1989 (the Act) in the local paper circulating in the area of Koo Wee Rup advising of the proposal to change of the status of the land area abutting the frontages of 22, 30 and 34 Sims Lane, Koo Wee Rup.
2. In the event of submissions being received, a committee comprising Port Ward Councillors be appointed and the Chief Executive Officer be authorised to set the day, time and place for the hearing of such submissions.
3. In the event of no submissions being received, the Chief Executive Officer be authorised on behalf of the Council to execute all documentation associated with the change of status of the land.
4. That a subdivision application be lodged to remove the Plantation Status and create the Road Reserve status.

Cd.

8 PAKENHAM DEPOT ADMINISTRATION CENTRE - CONSTRUCTION OF STAGES 3 AND 4

FILE REFERENCE INT1754536

RESPONSIBLE GENERAL MANAGER Michael Ellis

AUTHOR Walter Carmignani

RECOMMENDATION

That:

1. Council accepts the adjusted total tender price of \$1,568,450 (excl. GST) submitted by Insight Construction Group Pty Ltd for Contract No. 17/18 - Construction of Stages 3 & 4 for the Pakenham Depot Administration Centre.
2. The remaining Tenderers be advised accordingly.
3. The common seal of Council be affixed to the Contract documents.

Attachments

- 1 Confidential memorandum circulated to councillors only 3 Pages

EXECUTIVE SUMMARY

The Depot masterplan refers in part to the development of appropriate staff facilities to meet relevant workplace requirements and as such a new Administration Centre building has been proposed staged over a number of years. Stages 1 & 2 were completed in the 15/16FY, with now stages 3 & 4 requiring completion in the 17/18FY.

A number of Tenders have been received for Contract no. 17/18, being for the Pakenham Depot Administration Centre Construction of Stages 3 & 4.

This report provides consideration for the appointment of a contractor to undertake the works as defined above for Contract no. 17/18.

BACKGROUND

The first stages of the Depot Redevelopment are complete with Stages 3 and 4 subject to this tender report and include the following elements:

- Completion of the lower and upper level of the concrete portion of the redeveloped building
- Refurbishment of the metal shed portion providing full occupancy of the lower level and with opportunity for upper level as need may arise
- Formal toolbox and meeting space for over 100 staff
- Lift adjacent to reception and stair access to both buildings
- Lunchroom incorporating kitchen, amenities including toilets for the disabled and showers
- Multi-purpose room and sick bay, and
- 3no. formal meeting rooms and informal spaces.

At the close of the tender period, three electronic tender submissions were received. The tenderers were asked to price the works as a lump sum price and to provide individual prices for Separable

Parts of the works, which depending on Council's budget availability for the works, would be considered for inclusion or exclusion, as part of each tenderer's tender price.

The Separable Parts, if included or excluded as part of the overall works, will not affect the integrity of the project, and are value add items for consideration.

Submitted tenders were checked against a range of non-weighted selection criteria to ensure the viability of the tender submissions. The criteria included Financial Viability, Risk and Insurance Levels, Compliance to Conditions of Contract, Conflict of Interest, Environmental, OH&S, and Compliance to Conditions of Tender.

The tenders were further assessed against the weighted criteria of Compliance with the Specification, Capability, Relevant Experience and Past Performance, Quality Systems and Project Program.

Insight Constructions Group Pty Ltd is a Pakenham based business and is identified as the best value for money option to Council. It is therefore recommended that the tender submitted by Insight Constructions Group Pty Ltd be accepted for the required works of this Contract.

POLICY IMPLICATIONS

Nil.

RELEVANCE TO COUNCIL PLAN

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

Consultation has been conducted with Council's Depot staff at the Pakenham Depot, together with a site inspection by the Mayor and Councillors.

FINANCIAL AND RESOURCE IMPLICATIONS

The construction of Stages 3 & 4 of the Pakenham Depot Administration Centre will be funded from budget allocations within the current capital works program.

CONCLUSION

The tender submission and adjusted total tender price from Insight Construction Group Pty Ltd provides best value outcomes to Council for the Construction of Stages 3 & 4 for the Pakenham Depot Administration Centre.

8 PAKENHAM DEPOT ADMINISTRATION CENTRE - CONSTRUCTION OF STAGES 3 AND 4

Moved Cr G Moore Seconded Cr J Springfield

That:

1. Council accepts the adjusted total tender price of \$1,568,450 (excl. GST) submitted by Insight Construction Group Pty Ltd for Contract No. 17/18 - Construction of Stages 3 & 4 for the Pakenham Depot Administration Centre.
2. The remaining Tenderers be advised accordingly.
3. The common seal of Council be affixed to the Contract documents.

Cd.

9 CONTRACT 17/22 - ROAD CONSTRUCTION, WHEELER RD, MARYKNOLL

FILE REFERENCE INT1754588

RESPONSIBLE GENERAL MANAGER Michael Ellis

AUTHOR Cathal O'Loughlin

RECOMMENDATION

That the:

1. Tender submitted by A1 Civil Pty Ltd be accepted for CT17/22 - Road Construction, Wheeler Road, Maryknoll, for the lump sum price of \$260,554.86 (excluding GST).
2. Remaining Tenderers be advised accordingly;
3. Common Seal of Council be affixed to the contract documents.

Attachments

- 1 Confidential memorandum circulated to councillors only 3 Pages

EXECUTIVE SUMMARY

Tenders were re-sought for construction of a 270m (approx.) section of Wheeler Road, west of Bundilla Rd, Maryknoll. This follows Councils resolution on 18 July 2016 to declare a special charge scheme for these works and initial tendering of works that produced an unsatisfactory result.

This report provides consideration for the appointment of a contractor to undertake the works required under CT17/22 - Road Construction - Wheeler Road, Maryknoll.

The works proposed include sprayed seal surfacing, pavement, kerb & channel (north side only), underground drainage, pavement markings and signage including provision for and management of traffic, safety, the environment and quality.

The Tender received from A1 Civil Pty Ltd provides the best value for money option to Council.

BACKGROUND

This project is listed on the current Special Rate and Charge Scheme Street Construction Program with funding provided in the Capital Works Program.

Tenders were initially advertised on 3 December 2016 resulting in two tenders, which at the time were believed not to represent the best value for money for Council. Tenders were recalled and closed on 13 June 2017. Tenders submissions were lodged by the following organisations:

A1 Civil Pty Ltd;
Services South East Pty Ltd

Works proposed include sprayed seal surfacing, pavement, kerb & channel (partly on north side only), underground drainage, pavement markings and signage including provision for and management of traffic, safety, the environment and quality.

The tenders were checked against a range of non-weighted selection criteria to ensure the viability of tender submissions. These criteria include compliance with the specification, occupational health and safety, financial viability, risk and insurance, compliance to conditions of contract and conflict of interest. The tenders were also assessed against the weighted criteria, capability and capacity, relevant experience and past performance and project plan.

The Tender received from A1 Civil Pty Ltd provides the best value for money option to Council. It is therefore recommended that the tender submitted by A1 Civil Pty Ltd be accepted for this contract.

POLICY IMPLICATIONS

This special charge scheme was developed in accordance with the provisions of the Local Government Act 1989, Cardinia Shire Council's Special Rate and Charge Policy and 5 year Special Rate and Charge Scheme Program which is based on community benefit, health, safety, amenity and landowner support. Tendering of the work has been conducted in accordance with the Local Government Act including Council's Procurement Policy.

RELEVANCE TO COUNCIL PLAN

Development and delivery of Special Rate and Charge Schemes directly relates to the Council Plan goal of increasing the use of these schemes to finance road improvement programs.

CONSULTATION/COMMUNICATION

Community consultation has been conducted in accordance with the provisions of the Local Government Act 1989 and Cardinia Shire Council's Special Rate and Charge Policy.

FINANCIAL AND RESOURCE IMPLICATIONS

The budget available to contribute towards this scheme is \$250,000 in accordance with the capital works program comprising contributions from landowners, developers and Council.

Acceptance of the recommended tender will result in an estimated scheme cost of \$260,554.86 being \$10,554 in excess of budget available. It is anticipated that the contingency provision of \$34,000.27 will not be fully committed, therefore any over expenditure is expected to be minimal.

CONCLUSION

It is recommended that the tender submitted by A1 Civil Pty Ltd be accepted for CT17/22 - Road Construction - Wheeler Road, Maryknoll for the lump sum price of \$260,554.86 (excluding GST).

9 CONTRACT 17/22 - ROAD CONSTRUCTION, WHEELER RD, MARYKNOLL

Moved Cr G Moore Seconded Cr C Ross

That the:

1. Tender submitted by A1 Civil Pty Ltd be accepted for CT17/22 - Road Construction, Wheeler Road, Maryknoll, for the lump sum price of \$260,554.86 (excluding GST).
2. Remaining Tenderers be advised accordingly;
3. Common Seal of Council be affixed to the contract documents.

Cd.

10 DOCUMENTS FOR SEALING

FILE REFERENCE INT1752404

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 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>Lease from Council to Telstra Corporation Ltd – Cnr Princes Highway and Starling Road, Officer</i>	Council resolution 17 July 2017	18 July 2017
<i>Land exchange agreement for discontinued Clarks Road, Lang Lang – CSC & Old McDonalds Track P/L</i>	Council resolution 18 August 2014	19 July 2017

The following document require the affixing of the Common Seal:

105-107 Nar Nar Goon-Longwarry Road, Garfield – Transfer by agreement

Transfer of land from Adnan Group P/L to Cardinia Shire Council required for road widening identified as Road R-1 and R-2 on Plan of Subdivision 718352.

CSC & SE Business Park, Gills Park P/L, Krastoy P/L, Shebyl P/L and McMullin Investments P/L - Deed of variation of development agreement

CONCLUSION

It is appropriate for the Council to note the fixing of the Common Seal to the documents listed above and resolve to seal the other documents listed.

10 DOCUMENTS FOR SEALING

Moved Cr G Moore Seconded Cr J Springfield

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

Cd.

POLICY REPORTS

11 CHILD, YOUTH AND FAMILY STRATEGY 2017- 2021

FILE REFERENCE INT1754169

RESPONSIBLE GENERAL MANAGER Jim Davine

AUTHOR Pamela Martin

RECOMMENDATION

That Council adopts the Child, Youth and Family Strategy 2017-21.

Attachments

1 Child, Youth and Family Strategy 2017-21 14 Pages

EXECUTIVE SUMMARY

The Child, Youth and Family Strategy is now finalised having been presented to the council briefing on 7 August 2017 with a summary of community feedback.

Where possible the document has been amended to include some of these, others will be fed through into the business planning for Community and Family Services and provided to others for consideration in their business planning for the next five years.

BACKGROUND

The development of the Child, Youth and Family Strategy (Strategy) for Council provides a framework for the prevention and early intervention priorities and key focus areas over the next four years.

Previously there has been two strategic documents, one for children and families and one for youth. Providing one strategy will enable the learning around issues and interventions that young people are facing in the Shire, to inform and influence the planning for child and family services and programs to help prevent problems longer term.

POLICY IMPLICATIONS

2012-2016 Youth Policy (is no longer required as principles now embedded into the Strategy)

Youth Affairs Council Code of Ethics

Child Safe Standards

Cardinia Shire Council Liveability Plan (under development)

RELEVANCE TO COUNCIL PLAN

- 1.1.1 Continually review services to ensure those provided by Council meet community needs
- 1.1.2 Routinely review overall community needs for services and either deliver or advocate for others to provide services to meet those needs.
- 1.2.1 Ensure Council either provides or advocates for others to provide employment, recreation and leisure opportunities for young people.

- 1.2.2 Advocate for an increase in locally based health and wellbeing services to support young people.
- 1.2.3 Investigate opportunities for allied services to be co-located with Council facilities
- 1.4.4 Support children, young people, families, older adults and people of all abilities by providing a range of accessible services and facilities
- 2.1.4 Plan for the provision of facilities to service and support the changing community.

CONSULTATION/COMMUNICATION

The Strategy was developed through a range of consultation methods to determine the priorities and key focus areas. The draft Strategy was then sent back out to school communities, local child, youth and family networks, community groups, internal and external professionals for further feedback and refinement.

Planning for work with children and young people to interpret the Strategy into child friendly charter is underway. The intention being that children and young people will have an easy reference to understand what Cardinia Shire Council will be doing on their behalf.

FINANCIAL AND RESOURCE IMPLICATIONS

The Child, Youth and Family Strategy has been developed within existing resources. The plan clearly states that Council will need to work in partnership with other agencies and organisations to jointly develop children's services provision in the Shire over the life of the Strategy. The guiding principles within the Strategy will underpin how we do our work. They will provide accountability in how we develop working relationships to achieve outcomes; attract services into the Shire; develop quality services and programs; and take up the role in advocating for resources into the Shire.

The Strategy will underpin our annual business planning process and in setting the strategic and operational actions required to achieve the outcomes.

CONCLUSION

The Child, Youth and Family Strategy is now finalised and reflects input from the community in its development. The document will now offer a strategic framework for Community and Family Services across the next four years. The Strategy is now offered to Council for adoption.

11 CHILD, YOUTH AND FAMILY STRATEGY 2017- 2021

Moved Cr M Schilling Seconded Cr C Ross

That Council adopts the Child, Youth and Family Strategy 2017-21.

Cd.

12 ADOPTION OF THE PEDESTRIAN AND BICYCLE STRATEGY (AUGUST 2017)

FILE REFERENCE INT1754182

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 (August 2017).
4. Support officers conducting broader targeted community consultation on the naming of the Gembrook to Emerald multi-use trail.

Attachments

- | | |
|---|-----------|
| 1 Pedestrian and Bicycle Strategy (August 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 (August 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 resulted in a need to prepare a new strategy aligned with current growth projections. This will ensure 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 guide investment and 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	Yes Add text in the Executive Summary that clearly outlines	This will ensure the purpose and scope of the Strategy is clear to readers from the outset.

Recommendation	Any change to the draft Strategy?	Reason
Ensure the scope of the strategy is clearly outlined in the Executive Summary.	the purpose and scope of the Strategy.	
<p>Section 1.2 - Benefits of Walking and Cycling</p> <p>Acknowledge that behaviour change can be a result of increased pedestrian and cycling activity.</p>	<p>Yes</p> <p>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.</p>	<p>The Strategy did not mention behaviour change and this is an important benefit of increased walking and cycling activity particularly in relation to increased safety for all road users.</p>
<p>Section 3.1 - Understanding the needs of Walkers & Cyclists and Section 5.1 - Signage and Wayfinding</p> <p>Add a notation that outlines the degree of difficulty will vary for different trails and this will be indicated to uses through signage.</p>	<p>No</p>	<p>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.</p>
<p>Section 4.2 - Guiding Principles</p> <p>Identify that the Principles are not in order of priority</p>	<p>Yes</p> <p>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.</p>	<p>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.</p>
<p>Section 4.2 - Guiding Principle 5 Connecting People & Places</p> <p>Add further information about the benefits the proposed trail infrastructure could have for tourism.</p>	<p>Yes</p> <p>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.</p>	<p>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.</p>
<p>Section 4.2 - Guiding Principles</p>	<p>Yes</p> <p>Rename Principle 1 from 'The Cardinia Experience' to 'The</p>	<p>There was a considerable amount of concern from the community that environmental preservation</p>

Recommendation	Any change to the draft Strategy?	Reason
Amend guiding Principle 1 - The Cardinia Experience to acknowledge the communities concern for the preservation of the natural environment.	Cardinia Environment' and include reference to ensuring the proposed trail infrastructure does not negatively impact on environmentally significant areas.	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 Rail Trail acknowledge a possible connection to Tooradin.	There was a number of comments and discussion at the Koo Wee Rup Open House session about the potential to connect to Tooradin.
Section 4.5 - Regional Trails Acknowledge that a variety of users will be considered at the detailed design phase.	Yes 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.	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.
Section 4.5 - Regional Trails Change the delivery priority of three of the proposed trails to reflect the community feedback.	Yes <ul style="list-style-type: none"> • Change the delivery priority of the: <ul style="list-style-type: none"> - Deep Creek trail from medium to low - Pakenham to Railway Towns trail from medium to high - Beaconsfield to Emerald trail from low to medium 	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.
Chapter 5 - Supporting Network Infrastructure & Implementation Add a 'Next Steps' section to clearly outline the key implementation stages and actions, as well as the proposed implementation timeframes.	Yes 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.	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.

Recommendation	Any change to the draft Strategy?	Reason
Section 5.4 - Other Actions 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.	No	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.
Section 5.4 - Other Actions Add a notation to identify that the use of separated bikeways should be considered where there is a high chance of potential conflict between pedestrians and cyclists.	No	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 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.

Following outstanding issues raised in June 2017 in relation to all abilities access and the naming of the Gembrook to Emerald multi-use trail, additional internal consultation was conducted. Further changes were made to the draft Strategy to strengthen its consideration of accessibility. These are outlined in table 2.

Table 2: Further changes to the Pedestrian and Bicycle Strategy in relation to accessibility

Component of the document	Change proposed
Page 93 - All Abilities Access	Change the first Action so it reads; <i>when undertaking detailed design of the proposed trails considered suitable for all ability access, engage a qualified consultant to review all documents in conjunction with the Pedestrian and Cycle DDA framework endorsed by Councils Access and Inclusion Advisory Committee.</i>

Page 93 - All Abilities Access	Change the word 'considerations' to 'actions'.
Summary tables for all paths	A notation has been added in the Detailed Design Considerations of the Summary Tables of each of the proposed paths. The notation reads: <i>Pedestrian and Bicycle strategy paths will be designed in accordance with the future paths performance standard articulated in the Pedestrian and Cycle DDA framework endorsed by Councils Access and Inclusion Advisory Committee.</i>

In relation to the naming of the Gembrook to Emerald multi-use trail, a submission was received suggesting this trail be renamed to the Eastern Dandenong Ranges trail. It is recommended that broader targeted community consultation be conducted to determine if the Eastern Dandenong Ranges trail is the communities preferred name for this trail.

Next Step

1. Following the adoption of the *Pedestrian and Bicycle Strategy (August 2017)* broader targeted community consultation will be conducted to determine the communities preferred naming of the Gembrook to Emerald multi-use trail as a result of a submission to rename it to the Eastern Dandenong Ranges Trail.
2. Following Council adoption of the *Pedestrian and Bicycle Strategy (August 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 (August 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 (August 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 & Bicycle Strategy (August 2017)* was released for public comment for a period of six (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 (August 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 & Bicycle Strategy*.

In June 2017 outstanding issues were raised in relation to all abilities access and the naming of the Gembrook to Emerald multi-use trail. Further Internal consultation was conducted with Councils Metro Access Officer to address these concerns. The response to these outstanding concerns was also presented to SLT on 11 July 2017.

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 & 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 & Bicycle Strategy (August 2017)*. It is recommended that Council support officers undertaking broader targeted community consultation in relation to the naming of the Gembrook to Emerald multi-use trail.

12 ADOPTION OF THE PEDESTRIAN AND BICYCLE STRATEGY (AUGUST 2017)

Moved Cr J Springfield Seconded Cr C Ross

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), and
3. The Pedestrian and Bicycle Strategy (August 2017) be adopted subject to the document being updated so all references to the proposed Emerald to Gembrook multi-use trail be renamed to the Eastern Dandenong Ranges Trail.

Cd.

13 DRAFT CASEY CARDINIA VISITATION STRATEGY 2017-2020

FILE REFERENCE INT1754198

RESPONSIBLE GENERAL MANAGER Andrew Paxton

AUTHOR Frances Grigoriou

RECOMMENDATION

That Council adopt the draft Casey Cardinia Visitation Strategy 2017-20.

Attachments

1	Draft Casey Cardinia Visitation Strategy 2017-20	81 Pages
2	Cardinia Shire Tourism Policy	4 Pages
3	Draft Casey Cardinia Visitation Strategy submissions recieved	8 Pages

EXECUTIVE SUMMARY

We are seeking Council's adoption of the final Draft Casey Cardinia Visitation Strategy 2017-2020.

The draft Casey Cardinia Visitation Strategy 2017-2020 was developed to provide strategic guidance in supporting the growth of the visitation and assist in the creation of new jobs.

Similar to other significant tourism destinations across Australia, the draft strategy outlines a detailed action plan that is to be led by industry in the form of an independent regional board. This board will be born from the current Casey Cardinia Tourism Advisory Committee. The industry and board will be supported by Council to implement the strategy.

At its meeting on 3 April 2017, Council endorsed the draft Casey Cardinia Visitation Strategy 2017-2020 for public exhibition. The strategy was exhibited from 10 April to 9 May 2017. Three submissions were received.

Further consultation with the Casey Cardinia Tourism Advisory Committee about the community feedback revealed strong support for the strategy and hence, it has been revised with only minor administrative updates.

Please refer to Attachment A to review the draft Casey Cardinia Visitation Strategy 2017-2020.

We also ask Council to endorse Chris Buckingham as a new member of the Casey Cardinia Tourism Advisory Committee.

BACKGROUND

The Strategy empowers the local tourism industry to take a leadership role with Council support.

The strategy outlines:

- A staged succession plan for the current Casey Cardinia Tourism Advisory Committee to transition to an independent regional skill-based tourism organisation;
- A prioritised action plan which covers customer service, industry support, tourism assets,

products/experiences, events, cultural tourism, collaborative partnerships and governance and policy; and

- A marketing strategy to help increase awareness of the region in a crowded market.

Please refer to Attachment A to review the draft Casey Cardinia Visitation Strategy 2017-2020.

The appointment of Chris Buckingham as a new member of the Casey Cardinia Tourism Advisory Committee will strengthen the Committee's capabilities. The Committee will be better prepared to help implement the Strategy. Chris Buckingham has extensive experience in, and passion for, the tourism industry. Between 2008 and 2013, Mr Buckingham was the CEO of Destination Melbourne.

Destination Melbourne promotes tourism into Greater Melbourne. It provides industry leadership, advocacy on behalf of tourism operators and marketing programs that encourage visitation to the Greater Melbourne area.

Most recently, Mr Buckingham was employed in a variety of senior managerial roles with the Environment Protection Authority and was the Labor Candidate for the Federal Seat of McMillan (2015-2016). Mr Buckingham is currently the CEO of Casey Cardinia Library Corporation.

POLICY IMPLICATIONS

The Strategy is an extension of the Cardinia Shire Tourism Strategy 2013.

Secondly, the Strategy will include Council's role and policy towards tourism. As such, it will supersede the Cardinia Shire Tourism Policy 2015.

An update has been added to the final draft regarding Councils' policy towards tourism. In the past Cardinia Shire Council has had a separate policy on tourism (Cardinia Shire Tourism Policy 2015). The approach by the two Councils to having a separate policy on tourism has changed since the draft was completed. It was felt that it was adequate to detail Councils' role and policy towards tourism in the Strategy itself. This addition appears in the Context section of the final draft and complements Cardinia Shire Tourism Policy 2015.

Please refer to Attachment B for the Cardinia Shire Tourism Policy 2015.

RELEVANCE TO COUNCIL PLAN

Our Economy: encourage the establishment of tourism activities and facilities in appropriate areas of the Shire.

CONSULTATION/COMMUNICATION

From the beginning of the exhibition period, the draft Strategy was displayed on the Casey Cardinia region's website, with links from the City of Casey and Cardinia Shire Council's website. It was emailed directly to all members of the Casey Cardinia Tourism Advisory Committee, with a request to also pass it onto their affiliated local tourism associations. Feedback was also requested via social media.

At the conclusion of the exhibition period, three submissions were received. See Attachment C for a copy of the three submissions.

As all three submissions were very similar, the community feedback can be summarised with the following sentiments:

- Inadequate services and infrastructure to cater for increased visitor numbers, a likely result of this strategy, will make unsafe a number of townships in the Dandenong Ranges (including, Menzies Creek, Clematis, Emerald, Avonsleigh, Macclesfield, Cockatoo, Fielder and Gembrook);
- The creation of a new regional tourism brand will weaken the established Dandenong Ranges tourism brand;
- Certain Hills villages wish to align themselves more with Yarra Ranges campaigns instead of Casey Cardinia region campaigns;
- Money earmarked for the creation of a regional tourism brand and its associated research and marketing should instead be given to the local tourism association (Eastern Dandenong Ranges Association) to spend on local activities and marketing end-products; and
- Puffing Billy's expansion plans for events in Gembrook are not supported and/or require stronger community consultation,

The Casey Cardinia Tourism Advisory Committee members individually reviewed the community feedback and summarised that it offered a micro-view of the region. The Committee noted that most tourist regions in Australia cover a broad area and make 'marketing mileage' out of their diversity of experience. Members also agreed that the three responses were counter-productive in the development of a destination management plan for the Casey Cardinia region - a plan that aims to benefit all residents and local businesses.

Further, members felt that the Eastern Dandenong Ranges area does not drive tourism, as seems to be the sentiment of the submissions. Rather, there are several main attractions throughout the region. Examples cited included developments at Gumbuya Park and Bunjil place, expansions at the Cranbourne and Pakenham racecourses and the Cranbourne Gardens.

Finally, members did not support funding local tourism groups such as EDRA.

Council Officers agree with the Tourism Advisory Committee review.

FINANCIAL AND RESOURCE IMPLICATIONS

If the recommendations are adopted, \$50,000 from each Council for a tourism budget would be required from FY 2017-2018. The funds would be used to grow the industry and implement the recommendations in the Strategy.

CONCLUSION

The draft Casey Cardinia Visitation Strategy provides a strong plan to help strengthen the region's tourism industry and provide opportunities for tourism operators and affiliated businesses. Public exhibition of the Casey Cardinia Visitation Strategy 2017-2020 has revealed general community support for the three-year strategic plan and has hence, it has been revised with only minor administrative changes. Chris Buckingham's appointment as a member of the Casey Cardinia Advisory Committee will help progress the Strategy.

13 DRAFT CASEY CARDINIA VISITATION STRATEGY 2017-2020

Moved Cr J Springfield Seconded Cr C Ross

That Council adopt the draft Casey Cardinia Visitation Strategy 2017-20.

Cd.

14 CARDINIA DISABILITY, ACCESS AND INCLUSION PLAN 2017-2021

FILE REFERENCE INT1754610

RESPONSIBLE GENERAL MANAGER Jenny Scicluna

AUTHOR Marcia Cadoret

RECOMMENDATION

That Council:

1. Formally adopt the Cardinia Disability, Access and Inclusion Policy 2017-2021
2. Formally adopt the Cardinia Disability, Access and Inclusion Action Plan 2017-2021

Attachments

- | | |
|---|---------|
| 1 Cardinia disability, action and inclusion plan 2017-21 | 6 Pages |
| 2 Cardinia disability, action and inclusion action plan 2017-21 | 9 Pages |

EXECUTIVE SUMMARY

Consistent with the Cardinia Access and Inclusion Advisory Committee's key function as outlined in its Instrument of Delegation:

"To monitor and review Councils Disability Policy and its associated Strategies and Implementation Plan ", the Committee has for the last twelve months been engaged in a review and consultation process resulting in the development of the two documents before you today:

1. Cardinia Disability, Access and Inclusion Policy
2. Cardinia Disability, Access and Inclusion Action Plan

Together these documents highlight the strategies Council will take in the next four years to ensure the Shire is a welcoming, accessible and inclusive place for people of all abilities to enjoy - be that in the capacity of a resident, worker or visitor.

BACKGROUND

Compliance -

- Council has a civic responsibility to provide programs and services that are equitable and inclusive for all members of the community
- Council has a social and ethical responsibility to address the access and inclusion needs and expectations of people living with a disability, their families and carers in the Shire
- Council also has a legal responsibility to address those Council practices that may result in discrimination against people with a disability

Victorian Disability Act 2006

"Under Section 38 of the Victorian Disability Act 2006 councils are required to prepare disability action plans."

Victorian Disability Amendment Act 2012

"From 1 July 2012 for the first time council is required to report on the implementation of its disability Action Plan in its annual report."

(The Municipal Association of Victoria, Building Inclusive Communities 2012)

Adopting its inaugural Disability Policy in 2000, and establishing the Cardinia Disability Advisory Committee in 2005 (in 2014 changing its name to the Cardinia Access and Inclusion Advisory Committee), Cardinia Shire Council has a proven track record of access and inclusion commitment and innovation spanning in excess of twenty-five years.

Key achievements of the 2014-2017 Access and Inclusion Action Plan include:

- Council's induction program refined to include disability inclusion planning as a probationary requirement.
- Development of pictograph communication boards to support the needs of people with complex communication issues presenting at relief centres in times of an emergency
- An access consultant engaged as a member of the design team for all of Council's new facilities

POLICY IMPLICATIONS

The draft Plan builds on the achievements of Cardinia's current 2014-2017 Access and Inclusion Plan, complements the directions of Victorian and Australian Government policy relating to access and inclusion planning, while enhancing compliance with relevant legislation.

RELEVANCE TO COUNCIL PLAN

The draft Plan complements Council's integrated approach to service planning and delivery across each of its five designated priority areas:

Our people - Our community - Our environment - Our economy - Our governance

CONSULTATION/COMMUNICATION

Following a three-month desk top review of current and emerging access and inclusion policy innovation Australia wide; the consultation process for the development of the draft Cardinia Disability, Access and Inclusion Plan was conducted over a nine-month period (July 2016 to March 2017). Enhanced by input from Cardinia's Access and Inclusion Advisory Committee, Councils Community Engagement Facilitator, and the State Government (community consultation guidelines for the development of Disability Action Plans), the consultation process involved a broad range of internal and external stakeholders including:

- The Cardinia Access and Inclusion Advisory Committee (2 workshops conducted, July & Nov. 2016)
- People with a disability, their families and carers (on-going one on one interviews, September 2016 to March 2017)
- Disability service providers / supports (e.g. Outlook, Scope)
- Support agencies and networks (e.g. Hills ASD and Special Needs Support Group, ERMHA)
- Community groups (e.g. Emerald Community House (Disability Program staff), U3A Pakenham - one on one interviews, plus, on-line survey)
- The broader community (on line survey, Disability, Access and Inclusion Plan 2017-2021 'Survey Monkey' rolled out on Council's website)
- Cardinia Shire Council staff (On-going discussion across all business units, January to March 2017)

Following the development of the draft Disability, Access and Inclusion Plan 2017-2021 and its presentation to SLT and Council Briefing in May, the policy and action plan were sent out for public

exhibition. At the conclusion of this six-week process, with no responses received, the documents are now being presented to Council for approval and ratification.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

CONCLUSION

Demonstrating Cardinia Shire Council's commitment to social inclusion, the draft Disability, Access and Inclusion Plan reflects Council's leadership in the area of access and inclusion innovation.

It is recommended that the draft Disability, Access and Inclusion Plan (Policy and Action Plan), as presented, be formally ratified by Council.

14 CARDINIA DISABILITY, ACCESS AND INCLUSION PLAN 2017-2021

Moved Cr G Moore Seconded Cr J Springfield

That Council:

1. Formally adopt the Cardinia Disability, Access and Inclusion Policy 2017-2021
2. Formally adopt the Cardinia Disability, Access and Inclusion Action Plan 2017-2021

Cd.

ACTIVITY REPORTS

15 QUARTERLY PERFORMANCE REPORT

FILE REFERENCE INT1754263

RESPONSIBLE GENERAL MANAGER Derek Madden

AUTHOR Jo Battin

RECOMMENDATION

That the Quarterly Performance report for quarter 4, 2016-17 be received and noted.

Attachments

1 Quarterly Performance report 56 Pages

EXECUTIVE SUMMARY

To present the Quarterly Performance Report for the April to June 2016-17 period.

BACKGROUND

Celebrating our volunteers

Councillors and staff gathered with community members at the Annual Mayoral Volunteer Reception in May to proudly recognise, support and value the contributions of volunteers in our shire. Coinciding with National Volunteer Week, the event acknowledged hundreds of volunteers across 560 organisations in the shire.

The event also announced this year's Stan Henwood Award recipient, Nar Nar Goon resident Ray Coombs. Now in his 70s, Ray is regarded by his community as a quiet achiever who has been supporting his community in one way or another for more than 50 years.

Major projects

Council progressed and completed a number of major projects this quarter, delivering quality facilities for our community.

IYU Recreation Reserve – Stage 2

Completed in June, Stage 2 in the IYU Recreation Reserve project at Henry Road, Pakenham delivered the final parts in the development of a \$7.7m premier regional soccer facility. Jointly funded by Council, and the Victoria Government through Sport and Recreation Victoria and the Growing Suburbs Fund, the facility now includes a new pavilion, an all-weather synthetic soccer pitch and floodlighting. The reserve also includes an interactive public art piece (table tennis table), full-sized senior soccer field, multi-use pitch, playground, half-court basketball court, and gravel parking.

Deep Creek Reserve – Stage 1

Works started in June at the 48-hectare greenfield site on Cameron Way, Pakenham. They include preparing the site for construction, including weed removal, drain improvements, protection of native vegetation, and other earthworks.

Jointly funded by an investment of \$7.5 million from Council's Capital Works Program over the next five years and a grant of \$2.825 million under the Victorian Government's Growing Suburbs Fund, this development will give Pakenham residents a refreshed community space with new paths, infrastructure, car park and Melbourne Water wetlands.

Lang Lang Community and Recreation Precinct – Stage 1

In April, Stage 1 works started at the 36-hectare greenfield site located at the intersection of Soldiers and Caldermeade roads. Works include preparing the site for access, preliminary earth works, services, playing field construction, and lighting.

The \$11 million project, jointly funded by Lang Lang Community Bank Branch of Bendigo Bank and Council, has involved extensive community consultation including the formation of the Lang Lang Community Sporting Precinct Steering Committee. It will deliver new sports grounds and facilities, multipurpose community spaces, parks and other open spaces for recreational activities.

Playground upgrades

Our playground upgrade programs provide improved play equipment and social areas suitable for children of all ages. As part of the development and design process, we work with the local community to ensure the upgrades meet community need and result in increased usage.

Melissa Way Reserve, Pakenham - Funded by Council's Playground Renewal Program 2016–17, the \$50,000 upgrade provided additional equipment for an all-ages play space, offering a range of new play experiences.

Rotary Park, Garfield Recreation Reserve - One of six projects in the \$900,000 annual program jointly funded by Council's Playground Renewal Program 2016–17 and the Victorian Government's Growing Suburbs Fund, the playground features two new play spaces and three picnic settings.

Effective partnerships

Council has been working closely with other levels of government, organisations and the community this quarter to deliver a number of partnership projects that benefit our community in a variety of ways.

Pakenham Health Centre – The centre officially opened in May after a collaborative redevelopment of the former municipal offices at Henty Way, Pakenham to provide accessible facilities that meet the needs of our growing community. Managed by Monash Health, the multi-agency integrated health centre offers residents approximately 35 services from one central location.

Community Leadership Program 2017 – This program, in its inaugural year, officially launched in June, and will be delivered throughout the 2017 calendar year. In a partnership between Council and Leadership Victoria, the new community leadership initiative provides targeted training for current and aspiring community leaders from a diverse range of backgrounds and interests across the shire.

Mr Yakkerboo meets Blue, Pakenham – Unveiled in time for this year's Yakkerboo Festival in May, the public artwork was commissioned under Council's annual Public Art Policy and now has pride of place in Pakenham's Main Street. The small bronze and steel sculptures, inspired and directed by artist Julie Squires, encouraged community participation, with local primary and secondary school students engaged to design and create Mr Yakkerboo's scales. The artwork celebrates Cardinia Shire's famous bunyip-style swamp character in a portrayal of Mr Yakkerboo meeting a blue heeler named 'Blue', creatively referencing the shire's pastoral history.

Budget and Council Plan adopted

After community consultation, Council adopted the Budget, Council Plan and the Strategic Resource Plan for the 2017–18 financial year in May.

Since the Local Government election in 2016, Council has been developing a new Council Plan for the four-year term of this Council. The plan outlines Council's vision for Cardinia Shire to be developed in a planned manner, to enable present and future generations to live healthy and productive lives, and to enjoy the richness of the diverse and distinctive characteristics of the shire.

The adopted budget meets the lower 2 per cent rate environment and delivers more than \$44 million of capital works to the community. This has been achieved by continuing to focus on organisational efficiencies and savings through effective management of contracts and other sources of expenditure.

POLICY IMPLICATIONS

Nil.

RELEVANCE TO COUNCIL PLAN

A major component of the attached report details progress in delivering the actions adopted to deliver the Council Plan.

CONSULTATION/COMMUNICATION

Nil.

FINANCIAL AND RESOURCE IMPLICATIONS

There are no financial implications involved in receiving this quarterly performance report.

CONCLUSION

It is appropriate to receive the quarterly performance report and note the contents.

15 QUARTERLY PERFORMANCE REPORT

Moved Cr G Moore Seconded Cr J Springfield

That the Quarterly Performance report for quarter 4, 2016-17 be received and noted.

Cd.

16 ENVIRONMENT QUARTERLY REPORT

FILE REFERENCE INT1754670

RESPONSIBLE GENERAL MANAGER Michael Ellis

AUTHOR Desiree Lovell

RECOMMENDATION

That the report be noted.

Attachments

Nil.

EXECUTIVE SUMMARY

This report provides a summary of some key environmental sustainability projects currently being undertaken by Council. Projects have been categorised according to the Sustainable Environment Strategy themes:

- Climate change and energy conservation
- Development and built environment
- Water conservation
- Waste minimisation and sustainable procurement
- Natural systems

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

BACKGROUND

There are a broad range of environmental actions taking place throughout the organisation. While many of these occur within or are led by the Environment Unit, the vast majority of the organisation is involved in environmental sustainability to some degree. Below is a highlight of some of the key projects currently being undertaken.

All actions fall within the Council Plan 2016-17 under the key performance area of Environment 'we will continue to plan and manage the natural and built environment for present and future generations'.

Climate change and energy conservation

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

Solar rates program - new energy jobs fund

Council is making solar power more accessible to pensioner households through the Solar Saver program. It is one of the first programs in Australia enabling households to install solar PV systems and pay them off through a special charge scheme over 10 years. Council has committed through its Aspirational Energy Transition Plan to not only reduce emissions, but to support those most vulnerable to climate change impacts and increasing energy costs. This program addresses the failure of the market to provide those on low incomes with access to the benefits of solar electricity systems.

It is modelled that the average participating household will save \$100 above their additional rate repayments in electricity bills over the first year based on current electricity pricing. After 10 years, households are expected to save in the order of \$400 - \$500 per year on electricity bills (this will vary from household to household). The solar power systems will also provide vulnerable households with the ability to affordably cool their homes during heatwaves.

The program is being administered by Victorian local government greenhouse alliances, and is supported by a \$760,000 Victorian Government grant from the New Energy Jobs Fund. 22 Victorian local governments are involved. In Cardinia Shire, Council will fund the installation of up to 10 systems on pensioner households this financial year, with the costs repaid to Council over a ten year period. Council is partnering with mecwacare, our home and community care provider, who are assisting with program promotion. A Council report is being prepared in relation to the special charge scheme required by the program.

Development and built environment

Energy efficient street lighting – bulk lighting changeover

Over the past two years 770 decorative street light globes in Lakeside, Cardinia Lakes and Blue Horizon estates have been upgraded. The globes have been changed from 80-watt mercury vapour globes to 32-watt compact fluorescent globes that are energy efficient and cost saving.

The retrofit will save Council approximately \$30,000 per year in energy and maintenance charges and reduce emissions by over 150 tonnes of CO₂e per annum. The changeover of streetlights to energy efficient globes is a key action from the Aspirational Energy Transition Plan.

Council's 1000th solar panel

In 2008, Council installed its first solar electricity system on the Emerald Library. This system is being upgraded with a 23 kilowatt system which is over 10 times as large as the original system. The new system will reduce emissions by 32 tonnes of CO₂e per annum, and save approximately \$5,000 per annum in energy costs. The new system also includes the 1000th solar panel installed on a Council building, bringing the total installed capacity of these solar electricity systems to 266 kilowatts.

An event is being planned for August at the Emerald Library to promote the new solar electricity system to the community.

Water conservation

Council Plan action – Plan to manage water in an integrated manner, including the reduction of potable water consumption by Council and households.

Outcome of water audits

Water audits of both Cardinia Life and Holm Park have now been completed. The audits found:

- Cardinia Life
 - 69% of water use at Cardinia Life is pool makeup. Remaining 31% is attributed to showers and toilets/urinals. Basins, cleaning taps and dishwasher were lower consuming appliances
 - Based on the above results, upgrading of shower heads and toilet/urinals will be further investigated
 - Opportunity to extend the current water collection system (water tanks)
 - Opportunity to reduce pool evaporation, therefore reducing pool makeup
- Holm Park
 - Over 90% of water usage is attributed to irrigation, with the remaining attributed to clubroom use (majority used in showers, basins and toilets/urinals)
 - Based on the above results, upgrading of shower heads and toilet/urinals will be further investigated

- Opportunity to explore options for stormwater harvesting for irrigation or artificial turf (subject to fit for purpose use)

Living rivers new officer successful grant application

Council has been successful in obtaining a grant through Melbourne Water's Living Rivers program for a part time Water Sensitive Urban Design Officer (WSUD). This role will work across the planning, development, assets, environment, operations and engineering teams in relation to WSUD assets and also assist the delivery of some key actions from the Integrated Water Management Plan. This role will also allow Council to review and assess all the water sensitive assets that Council has and prepare a maintenance program.

Waste minimisation and sustainable procurement

Council Plan action – reduce the amount of waste going to landfill to meet the State governments waste and resource recovery policy targets.

Detox your home

Council hosted Sustainability Victoria's Detox your Home event on 29 April. This popular free event allowed residents to clear their homes of chemicals, and bring to Councils operation depot for safe disposal. Residents dropped off an average of 22.1 kg/person, the highest volume products collected were flammable liquids and toxic chemicals. Most importantly, 1328 kg of household chemical products was recycled for recovery and diverted from landfill.

Results of flexible plastics audit

Initial audits of Council's kerbside flexible plastics recycling program have been promising, showing participation by 23 per cent of households each fortnight since the program launched in November. Flexible plastic waste that can be collected in the kerbside recycling collection includes plastic bags, bubble wrap cling wrap and plastic envelopes (such as express post bags). Less than 10 percent of bundled flexible plastic waste contained items they shouldn't.

Natural systems

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

Schools and kinders biodiversity program outcomes

Council's 2016–17 schools and kinder biodiversity program was a success. This year four primary schools were able to participate in our bush detectives program. One class at each school had an interactive talk that introduces the basic concept of biodiversity including elements such as tall trees for owls, grasses for butterflies, mulch for beetles, logs for lizards and dense shrubs for birds. Children got to handle birds nest, look at different seed pods, see wombat skins, do science experiments with mulch and even observe real spiders.

The children used their bush detective skills to carry out a biodiversity assessment of their school grounds. After the assessment the children developed their own plan to improve biodiversity at their school. Some suggestions from the children included: removing blackberries from their wetland, applying new mulch to their bare dirt, planting some more trees and building nest boxes.

Each school was followed up by a visit from Landcare who offered to do a planting with the children.

For the first time Council has introduced a biodiversity program to kinders, due to the increasing requests from kinders.

Each kinder received an initial visit from a licenced wildlife handler who gave the children a hands-on demonstration of the different indigenous animals that live in our Shire including lizards, parrots, snakes, sugar gliders, stick insects, spiders and a tiger quoll (absolute kids favourite). He told the children what the animals eat, where they live and what can harm animals. This included a snake safety talk.

Each kinder then had a second visit where they had an interactive talk explaining how plants germinate, how they grow and the benefits of plants (food, shelter for animals etc. and insects). This included handling seed pods and using their sense of touch and smell to discover each plant used in their wildlife garden. The children then got their hands dirty and planted their new plants in a wildlife garden.

Each kinder was given a booklet of follow up information to care for their plants.

End of year summary – bushland reserves and biodiversity conservation

Over the 2016–17 financial year, Council dispersed 14 grants to 12 Friends of reserves (groups) and two wildlife shelters. These volunteer groups, including the Cannibal Creek and Emerald Star Bush projects, conservatively undertook over 1300 volunteer hours out in the field over the financial year.

The community groups for the 12 reserves have worked throughout the year primarily to keep the reserves free of litter, control weeds, act in a surveillance role over the reserve and to assist officers with ideas to forward plan future strategic works in the reserves. Our bushland reserves are of such a high environmental standard that little tree planting is generally undertaken within the sites.

The two wildlife shelters support the community by managing injured wildlife found by the community. Council refers community enquires regarding injured wildlife to the shelters.

Examples of projects where council and the community collaborated:

- Collaborated with the Friends of Mt Cannibal. This group identified limitations and constraints in the reserve car park and toilet block and also the increasing community visitation to the reserve. As a result of this, the capacity of the car park has been increased and plans have been drawn up to retrofit the toilet system. A recent car park usage survey of Mt Cannibal counted 2,745 vehicles using the reserve during the month of March 2017. This information will assist Council to prioritise future works within the reserve.
- Contributed to the Cannibal Creek Catchment Biodiversity Project. The group of eight stakeholders were successful in receiving \$90,000 grant from Melbourne Water that enabled conservation works (weed control and tree planting) in high priority areas along the 11 kilometres of target creek line.
- Provided support to the Western Port Catchment Landcare Network throughout the year, who implemented projects to support conservation works on 8 private properties. This included planting 13,300 indigenous native plants and 2.4 kilometres of fencing to protect remnant vegetation.
- Supported the Cardinia Environment Coalition (CEC) in their management of Crown Land reserves including Beaconsfield Nature Conservation Reserve and Bandicoot Corner. This included organising community working bees, informing the neighbouring community about pest plant and animal programs and fuel reduction works within the reserves.
- Provided support in the form of rubbish removal and tree planting to Toomuc Valley Landcare at the Toomuc Valley Crown Land site. Melbourne Water have responded to the input of resources by Council and the community and have completed removal of pine trees and other weeds along a three kilometre section of creek, valued at \$300,000.

In addition, Council staff worked with the developer at 555 Railway Avenue, Garfield to establish the first Southern Brown Bandicoot refuge area in the Shire, as part of the developers federal planning approval process.

Gardens for wildlife

Council has recently launched its Gardens for Wildlife program. The program is a partnership between Council and volunteers from the different land care and friends' groups in the Shire. It is designed to encourage residents to create an area in their garden for native wildlife. This can be done by providing habitat planted with locally indigenous plants, bird baths, frog ponds, nest boxes and more.

The program is free for residents to join, no matter the size or shape of their property. Once registered, a volunteer garden assessor will visit their property to provide advice about how to attract wildlife to their garden. After the visit the residents receives a report providing garden advice tailored to their property, factsheets on how to attract different wildlife, a certificate of achievement, an indigenous plant guide, weed guide, weed dabber bottle and a vibrant sticker for their letterbox to help promote the program.

The participating residents are then invited to wildlife events throughout the year and are kept up to date with the success of the program in Council's Down to Earth e-newsletter.

Council officers have facilitated an initial information session and follow-up half day training session for those in the community interested in becoming a garden assessor. Approximately 30 volunteers have agreed to carryout volunteer garden assessments in the following townships: Maryknoll, Bunyip, Lang Lang, Garfield, Beaconsfield, Upper Beaconsfield, Officer, Dewhurst, Emerald, Cockatoo, Menzies Creek, Clematis and Pakenham Upper.

This program, along with others highlighted in this report, have been made possible by the diversion of funds from the previous Sustainability Expo. The expo, while successful, was found to attract a small and select cohort of the community already engaged in environmental sustainable activities. By reallocating budget, a greater and more diverse cross section of the community have been engaged in environmental based programs. These programs will continue to be monitored against desired outcomes.

Review of completed Emerald Star Bush (ESB) community grant

The Catchment Management Authority grant of \$50,000 was successfully completed in June 2017. The grant enabled Council to collaborate with Shire of Yarra Ranges to implement weed control projects on 32 private and public land sites in the region. The grant facilitated the ESB Community Partnership Project (group) to advocate for the conservation of the ESB. They did this by conducting site visits to identify and mark ESB locations and providing advice at local markets. Signage and unique recycled plastic marker posts have also been installed to identify ESB locations. The recent community advocacy enabled the group to locate approximately 1000 new ESB plant locations.

Projects planned for 2017–18

- Finalisation and adoption of the new Waste and Resource Recovery strategy, which will inform how waste services will be planned and delivered, education focus, and strategic direction for advocacy and regional infrastructure projects.
- Finalisation and adoption of the new Sustainable Environment Strategy. The new strategy will provide an overarching framework for environmental sustainability both internally and externally.
- Review of the Pest Plant Management Strategy 2012–17
- Year one of the two-year project to development Council's first Biodiversity Conservation Strategy to provide long term direction on protection and enhancement of the natural environment.
- Implementation of the Integrated Water Management Plan (IWMP) including:
 - upgrade works outlined in the water efficiency audits of Cardinia Life and Holm Park
 - employment of a Water Sensitive Urban Design Officer to provide internal training, review and develop a maintenance schedule for all WSUD assets and develop a framework for all future WSUD assets
- Implementation of the Aspirational Energy Transition Plan (AETP) including:
 - solar electricity system on the Gembrook preschool with the support of grant funding from the Australian Government.

- continuation of community engagement programs such as the Home advisory service, Solar Saver program and Schools Solar program
- continued support and involvement in projects delivered by the South East Councils Climate Change Alliance(SECCCA)
- Continued implementation of the following biodiversity projects:
 - Peri Urban Weed Partnerships Project 2016–20 working across tenures to reduce effects of high threat weeds along Cardinia Creek Corridor
 - Emerald Lake Park Vegetation Management Project 2017–18 weed control
 - Pepis' land wetlands restoration project 2015–20 weed control and revegetation works
- Coordination of grants:
 - Annual Weed control grants to reduce weeds on private and public land
 - Annual Heritage grants to conserve places protected under the heritage overlay
- Continued community collaboration and awareness programs:
 - 2017 National Tree Day at Gembrook Park.
 - Annual Trees for Wees swap day
 - Council's first Gardens for Wildlife program
 - Schools and kinders biodiversity education program

CONSULTATION/COMMUNICATION

Where internal and external consultation has taken place it is captured in the background information above.

CONCLUSION

The 2016–17 financial year has been very successful for Council in the environment area, with major projects being completed, partnerships forming and great outcomes for the community in service delivery and biodiversity conservation.

We are looking forward to another successful year in 2017–18 with consolidating the strong relationships that have been built between Council and the community, the adoption of new strategies that will frame Council's direction in sustainability and waste management into the future and the continued implementation of the IWMP and AETP.

16 ENVIRONMENT QUARTERLY REPORT

Moved Cr G Moore Seconded Cr J Springfield

That the report be noted.

Cd.

17 MAJOR PROJECT AND STRATEGIES ACTIVITY REPORT

FILE REFERENCE INT1754272

RESPONSIBLE GENERAL MANAGER Michael Ellis

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

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.

CONCLUSION

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

Capital works

Recreation reserves

IYU Recreation Reserve Pavilion

The IYU pavilion is now in operation with users taking full advantage of this facility. The defects liability period has commenced and any defects will be managed through the contractor during this period. Landscaping associated with this facility will be commencing shortly depending on the weather.

Deep Creek Reserve

The preliminary bulk earthworks are now complete, including the building pad. The revised building and services tender has just closed and is being assessed with a report to be presented to Council at the September meeting.

Tenders for the all ability play space will be called at the end of August for consideration at the November council meeting.

Gum Scrub Creek

The Integrated Childrens' Centre and the Primary School facility are under construction with the first stage on track and expected to be completed around the end of the year with an opening likely for early 2018. The Victorian Government has announced funding of \$530,000, for Outside School Hours Care (OSHC).

Lang Lang Recreation Reserve

Works on site are progressing, albeit slowly, due to the continuing inclement weather. However, the contractor is confident of completing the works on time. The following works have reached substantial completion:

- Topsoiling of the sedimentation basin, wetlands and re-use basin;

- Earthworks associated with the road and carpark including stabilisation of the subgrade;
- Stormwater drainage; and
- Earthworks for future pavilion.

Works have also commenced on the installation of the lighting.

On 2 August 2017 Federal Member for Flinders, Minister for Health and Minister for Sport announced on site a grant of \$1.5m through the Building Better Regions Fund towards the reserve development.

Holm Park Recreation Reserve car park resurfacing

Designs for the sealing of the gravel car park have been completed and this is currently out for tender with works to commence later in the year.

Bridge Road duplication

Design for the duplication of Bridge Road between Viridian Avenue and Cardinia Road have been completed including amendments to address traffic engineering concerns. Tender documents are currently being prepared.

Worrell Reserve redevelopment

Conceptual layout for the drainage, irrigation and resurfacing work to the oval have been finalised. Tender documents are currently being prepared.

Cockatoo-Gembrook Trail

The tender for the construction of the Cockatoo-Gembrook Trail was awarded to Kent Environmental and Vegetation Management Pty Ltd at the June Council meeting. Kent Environmental and Vegetation Management are a local business with extensive experience in the field.

Works commenced at the start of August and are expected to be mostly complete prior to Christmas.

This package of works includes 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

2017-18 new footpath program

Council's new footpath program has commenced with construction of an 800 metre path on the north side of Railway Avenue, Bunyip, from Hope Street to McNamara Road. This path links the developed area of Railway Avenue and McNamara Road to the Bunyip Township.

2017 18 Road renewal program

Tenders relating to the 2017 18 road rehabilitation and reseal programs recently closed and are being assessed with a report being prepared for presentation at the September Council meeting. Road resealing preparation works are currently underway in preparation for resealing works which are scheduled for the summer months.

2017 18 Drainage program

Planning for the 2017-18 drainage program is complete with several projects recently commencing. A number of major drainage projects are due for construction in 2017-18 including the second stage of the drainage renewal works around Joffre Parade area in Cockatoo.

Wheeler Road Special Charge Scheme

Tenders have been received for the construction of the Wheeler Road Special Charge Scheme. A separate tender consideration report will be presented at this Council meeting.

Strategies

Sustainable Environment Strategy

The Sustainable Environment Strategy (SES) aims to provide a framework to guide policies and plans to create a community that has a healthy and enjoyable place to work, live and play in. It sits under the Council Plan and oversees the already developed plans of the Aspirational Energy Transition Plan and the Integrated Water Management Plan as well as the draft Waste and Resource Recovery Strategy and the Biodiversity Strategy (development to commence this year) and to ensure a consistent vision. The SES is in its first year of development and internal consultation with other business units has commenced prior to proceeding to community consultation. It is envisaged that the strategy will be ready of adoption in 2018.

17 MAJOR PROJECT AND STRATEGIES ACTIVITY REPORT

Moved Cr G Moore Seconded Cr J Springfield

That the report be noted.

Cd.

REPORTS OR MINUTES OF COMMITTEES

The Temorary Chairperson advised of minutes of various committees and briefing sessions received that were available for any interested persons.

REPORTS BY DELEGATES

Coffee with a Cop

Cr Jodie Owe advised of the successful 'coffee with a cop' event held at the Arena Shopping Centre, noting that the Police were looking to expand the event to other shopping centres.

Councillor development weekend

Cr Jodie Owen reported on her attendance in company with some of her fellow councillors at the recent MAV Councillor Development weekend.

Gum Scrub Creek school announcement

Cr Jodie Owen reported on her attendance on 2 August at the Gum Scrub Creek school announcement

Pakenham Health Centre

Cr Carol Ryan reported on her inspection of the recently opened Pakenham Health Centre and advised that she was impressed with the set up and services available

Resident Group Meetings

Cr Michael Schilling reported on his attendance at meetings of the Heritage Springs Residents Group, the newly formed Cardinia Lakes residents group and the Lakeside Residents Group.

Youth Council

Cr Michael Shilling reported that applications for the Youth Council were currently being sought closing on 18 November for young persons interested in local issues.

Together We Can summit

Cr Michael Schilling reported on his attendance at the Together We Can summit noting that many service groups attended with approx. 150 people in attendance, the motto will hopefully be changing to 'Together we did'

Casey Cardinia Women's Business lunch

Cr Graeme Moore reported on his attendance at the recent Women's Business lunch and advised that the guest speaker was excellent

Scouts

Cr Graeme Moore reported on his attendance at the opening of the Lang Lang Scout Hall and scouting activities in Koo Wee Rup.

PB Ronald Memorial Trust

Cr Moore reported on the PB Ronald Memorial Trust dinner held on 15 August attended by himself and Cr Ross where local residents received 4 recipients received \$1,500 scholarshipsto further their studies.

NDIS

Cr Ross reported on his attendance at a briefing session relating to the NDIS Transition which was held at the Civic Centre and provided details of the new services available from mid 2019 in Victoria.

Metro Waste and Resource Recovery Group

Cr Ross reported on the activities of the Metro Waste and Resource Recovery Group including the Litter Hot Spots program presentation of awards and advised of the details of the total number of activities undertaken

Koo Wee Rup Traders group.

Cr Brown reported on his attendance at the AGM Koo Wee Rup Traders group noting that business in the town was progressing well despite the Koo Wee Rup Bypass being functional.

Flood Protection Advisory Committee

Cr Brown reported on his participation in a tour conducted to inspect drains within the Flood Protection area including the tidal gates at Tooradin and automatic gates at Cora Lyn and a fish ladder on Cardinia Creek as well as inspecting the mouth of the Bunyip river

REPORT BY THE MAYOR

The temporary chairperson advised of the following activities and grant announcements on behalf of the Mayor:

- Attending the citizenship ceremony in July where we welcomed 75 adults and 22 children as new citizens
- Attended the councillor development weekend where the guest speaker was the Minister for Local Government, Natalie Hutchins
- Attended the official announcements regarding the new Gum Scrub Creek primary school, announcement of the shared facilities funding for Pakenham heights school, announcement of Funding for Bunyip Soccer Pavilion, and announcement of funding for Lang Lang Recreation Precinct

The Temporary Chair also announced that grant applications under the State Government Growing Suburbs Fund have been lodged being \$250,000 for the Deep Creek Nursery Project, \$2M for the Hills Hub Project, \$500,000 for the James bath Reserve project and \$4M for the Cultural Centre Redevelopment.

PRESENTATION OF PETITIONS

Nil

NOTICES OF MOTION

Notice of Motion 1035

Moved Cr Michael Schilling seconded Cr Carol Ryan

That Council adopt as a policy that the Community Noticeboard at the corner of the Princes Highway and Duncan Drive in Pakenham be used for the promotion of Council or Community events only. Notices that are commercial in nature or promote political events, parties or individuals, including members of parliament and election candidates, are prohibited.

This is to ensure that Council is not perceived to be endorsing commercial products or services and remains apolitical.

Cd

Meeting closed at 8.17pm

Minutes Confirmed
Chairman