



Agenda

Council Meeting

Monday 13 November 2023, 7:00 pm

Dandenong Civic Centre, 225 Lonsdale Street,
Dandenong, Victoria 3175

greaterdandenong.vic.gov.au



Council Meeting Details

At the time of printing this Agenda, the Council Meeting to be held on Monday 13 November 2023, will be open to the public to attend in person but will be subject to venue seating capacity. This will be a hybrid meeting consisting of Councillors attending in person and remotely.

If we are unable to accommodate you indoors, you will still be able to watch the webcast live on the Urban Screen in Harmony Square. To view the webcast and stay informed about the status of Council Meetings please visit Council's [website](#).

The Civic Centre basement carpark will be opened to all members of the public during library opening hours. Any parking in this area will be subject to availability and time limits as notified by any signage posted.

Your Councillors

[Mayor Eden Foster](#)

[Cr Sean O'Reilly](#)

[Deputy Mayor Lana Formoso](#)

[Cr Sophaneth \(Sophie\) Tan](#)

[Cr Tim Dark](#)

[Cr Loi Truong](#)

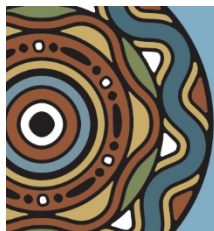
[Cr Rhonda Garad](#)

[Cr Richard Lim](#)

[Cr Angela Long](#)

[Cr Jim Memeti](#)

[Cr Bob Milkovic](#)



We acknowledge the Traditional Owners and Custodians of this land, the Bunurong People, and pay respect to their Elders past and present.

We recognise and respect their continuing connections to climate, Culture, Country and waters.



(03) 8571 1000



council@cgd.vic.gov.au



greaterdandenong.vic.gov.au



TTY: 133 677

Speak and listen: 1300 555 727

Online: relayservice.gov.au



TIS: 13 14 50



Acknowledging
Bunurong Country

Follow us:





COUNCIL OBLIGATIONS AND AGENDA REPORTS

Council has several obligations in relation to its Community Vision, Council Plan, Instruments of Legislation and Council policy. These are summarily considered in each Agenda report and further details are added as required. The obligations are as follows:

Community Vision 2040 (Community Vision | Greater Dandenong Council)

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Greater Dandenong is a home to all.
It's a city where you can enjoy and embrace life through celebration and equal opportunity.
We harmonise the community by valuing multiculturalism and the individual.
Our community is healthy, vibrant, innovative and creative.
Our growing city is committed to environmental sustainability.
Welcome to our exciting and peaceful community.*

Reports in this Agenda will identify when any of the above principles are relevant.

The Council Plan 2021-25 (Council Plan 2021-25 | Greater Dandenong Council)

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. The Council Plan has the following key strategic objectives:

- *A socially connected, safe and healthy city*
- *A city that respects and celebrates diversity, our history and the arts*
- *A city of accessible, vibrant centres and neighbourhoods*
- *A green city committed to a sustainable future*
- *A city that supports entrepreneurship, quality education and employment outcomes*
- *A Council that demonstrates leadership and a commitment to investing in the community.*

Reports in this Agenda will identify when any of the above principles are relevant.

The Overarching Governance Principles of the Local Government Act 2020

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles. These are:

- a) Council decisions are to be made and actions taken in accordance with the relevant law;
- b) priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- c) the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
- d) the municipal community is to be engaged in strategic planning and strategic decision making;
- e) innovation and continuous improvement are to be pursued;
- f) collaboration with other Councils and Governments and statutory bodies is to be sought;
- g) the ongoing financial viability of the Council is to be ensured;
- h) regional, state and national plans and policies are to be taken into account in strategic planning and decision making;
- i) the transparency of Council decisions, actions and information is to be ensured.

Also, in giving effect to the overarching governance principles above, a Council must take into account the following supporting principles:

- a) the community engagement principles (section 56);
- b) the public transparency principles (section 58);
- c) the strategic planning principles (section 89);
- d) the financial management principles (section 101);
- e) the service performance principles (section 106).

Reports in this Agenda will identify when any of the above principles are relevant.



The Gender Equality Act 2020

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services. The objects of the Act are as follows:

- a) to promote, encourage and facilitate the achievement of gender equality and improvement in the status of women; and
- b) to support the identification and elimination of systemic causes of gender inequality in policy, programs and delivery of services in workplaces and communities; and
- c) to recognise that gender inequality may be compounded by other forms of disadvantage or discrimination that a person may experience on the basis of Aboriginality, age, disability, ethnicity, gender identity, race, religion, sexual orientation and other attributes; and
- d) to redress disadvantage, address stigma, stereotyping, prejudice and violence, and accommodate persons of different genders by way of structural change; and
- e) to enhance economic and social participation by persons of different genders; and
- f) to further promote the right to equality set out in the Victorian Charter of Human Rights and Responsibilities and the Convention on the Elimination of All Forms of Discrimination against Women.

Council is obligated to think about how its programs and services affect different people and different communities and how we can avoid reinforcing unintentional inequalities. Reports authors must consider the requirements of the *Gender Equality Act 2020* and Council's Diversity, Access and Equity Policy when asking Council to consider or review any issues which have a direct or significant impact on members of the Greater Dandenong community.

Victorian Charter of Human Rights and Responsibilities

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter). The Charter is founded on the following principles:

- human rights are essential in a democratic and inclusive society that respects the rule of law, human dignity, equality and freedom;
- human rights belong to all people without discrimination, and the diversity of the people of Victoria enhances our community;
- human rights come with responsibilities and must be exercised in a way that respects the human rights of others;
- human rights have a special importance for the Aboriginal people of Victoria, as descendants of Australia's first people, with their diverse spiritual, social, cultural and economic relationship with their traditional lands and waters.

Given this municipality's diversity and inclusiveness, when developing or preparing a report for Council consideration, report authors are required to ensure their report is consistent with the standards set by the Charter.



Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a “Climate and Ecological Emergency” and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

When developing or preparing a report for Council consideration, report authors are required to consider what impacts their issue has on Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy and the requirements of the *Local Government Act 2020* in relation to the overarching principle on climate change and sustainability.

Related Council Policies, Strategies or Frameworks

Report authors will consider how their report aligns with existing Council policies, strategies, frameworks or other documents, how they may affect the decision of this report or are relevant to this process.



TABLE OF CONTENTS

1	MEETING OPENING	8
1.1	OPENING OF MEETING BY DEPUTY MAYOR	8
1.2	ATTENDANCE	8
1.3	ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS OF LAND	9
1.4	OFFERING OF PRAYER, REFLECTION OR AFFIRMATION	9
1.5	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	10
1.6	DISCLOSURES OF INTEREST	10
2	OFFICERS REPORTS - PART 1	11
2.1	DOCUMENTS FOR SEALING	11
2.1.1	Documents for Sealing	11
2.2	DOCUMENTS FOR TABLING	13
2.2.1	Documents for Tabling	13
2.3	PETITIONS AND JOINT LETTERS	15
2.3.1	Petitions and Joint Letters	15
2.4	STATUTORY PLANNING APPLICATIONS	20
2.4.1	Town Planning Application - No. 13/410-418 Princes Highway, Noble Park North (Planning Application No. PLN23/0358)	20
3	PUBLIC QUESTION TIME	34
4	OFFICERS REPORTS - PART 2	36
4.1	POLICY AND STRATEGY	36
4.1.1	Greaves Reserve Dandenong Master Plan 2023	36
4.1.2	Sporting Grounds and Pavilion Allocation Policy 2023	73
4.1.3	Quarterly Performance Report - July to September 2023	98
4.1.4	Updated Fraud & Corruption Prevention Policy	189
4.2	OTHER	207
4.2.1	List of Registered Correspondence to Mayor and Councillors	207
5	NOTICES OF MOTION	210



6	REPORTS FROM COUNCILLORS/DELEGATED MEMBERS AND COUNCILLORS' QUESTIONS.....	211
7	URGENT BUSINESS	212
8	CLOSE OF BUSINESS	213



1 MEETING OPENING

1.1 OPENING OF MEETING BY DEPUTY MAYOR

1.2 ATTENDANCE

Apologies

Cr Eden Foster (Leave of Absence), Cr Rhonda Garad (Leave of Absence).



1.3 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS OF LAND

Those in the Chamber may stand for this item.

We acknowledge the Traditional Custodians of this land, the Bunurong People, and pay respect to their Elders past and present.

We recognise and respect their continuing connections to climate, Culture, Country and waters and we also pay our respect and acknowledge all Aboriginal and Torres Strait Islander peoples and their Elders present here today, in acknowledging their journey.

1.4 OFFERING OF PRAYER, REFLECTION OR AFFIRMATION

As part of Council's commitment to recognising the cultural and spiritual diversity of our community, the prayer, reflection or affirmation this evening will be offered by Shamim Navidi from the Spiritual Assembly of the Baha'is, a member of the Greater Dandenong Interfaith Network.



1.5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Meeting of Council held 23 October 2023.

Recommendation

That the Minutes of the Meeting of Council held 23 October 2023 be confirmed.

1.6 DISCLOSURES OF INTEREST

Any interest that a Councillor or staff member has deemed to be significant and has disclosed as either a material or general interest is now considered to be a conflict of interest. Conflict of Interest legislation is detailed in Division 2 – Conflicts of Interest: sections 126, 127, 128, 129 & 130 of the *Local Government Act 2020*. This legislation can be obtained by contacting the Greater Dandenong Governance Unit on 8571 5216 or by accessing the Victorian Legislation and Parliamentary Documents website at www.legislation.vic.gov.au.

If a Councillor discloses any interest in an item discussed at any Council Meeting (whether they attend or not) they must:

1. complete a disclosure of interest form prior to the meeting;
2. advise the chairperson of the interest immediately before the particular item is considered (if attending the meeting); and
3. leave the chamber while the item is being discussed and during any vote taken (if attending the meeting).

The Councillor will be advised to return to the chamber or meeting room immediately after the item has been considered and the vote is complete.



2 OFFICERS REPORTS - PART 1

2.1 DOCUMENTS FOR SEALING

2.1.1 Documents for Sealing

Responsible Officer: Manager Governance
Attachments: Nil

Executive Summary

1. Under the *Local Government Act 2020*, each Council is a body corporate and a legal entity in its own right. Each Council must therefore have a common seal (like any corporate entity) that is an official sanction of that Council. Sealing a document makes it an official document of Council as a corporate body. Documents that require sealing include agreements, contracts, leases or any other contractual or legally binding document that binds Council to another party.
2. This report recommends that the listed documents be signed and sealed.



Item Summary

3. There are five (5) items being presented to Council's meeting of 13 November 2023 for signing and sealing as follows:
- a) A letter of recognition to Rebecca Alberse, Community Strengthening for 10 years of service to the Greater Dandenong City Council;
 - b) A letter of recognition to PJ Fotiades, Community Strengthening for 10 years of service to the Greater Dandenong City Council;
 - c) A letter of recognition to Ned Railic, Community Strengthening for 10 years of service to the Greater Dandenong City Council;
 - d) A letter of recognition to Monique Godbehere, Community Strengthening for 10 years of service to the Greater Dandenong City Council; and
 - e) A letter of recognition to Marijana Bogdanovic, Community Strengthening for 20 years of service to the Greater Dandenong City Council.

Recommendation

That the listed documents be signed and sealed.



2.2 DOCUMENTS FOR TABLING

2.2.1 Documents for Tabling

Responsible Officer: Manager Governance

Attachments: Nil

Executive Summary

1. Council receives various documents such as annual reports and minutes of committee meetings that deal with a variety of issues that are relevant to the City.
2. This report recommends that the listed items be received.



List of Reports

Author	Title
Energy and Water Ombudsman Victoria	2023 Annual Report
Independent Broad-based Anti-corruption Commission	2022/23 Annual Report
Wellsprings for Women	2022/23 Annual Report
Commission for Children and Young People	2022/23 Annual Report

3. A copy of each report is made available at the Council meeting or by contacting the Governance Unit on 8571 5235.

Recommendation

That the listed item be received.



2.3 PETITIONS AND JOINT LETTERS

2.3.1 Petitions and Joint Letters

Responsible Officer: Manager Governance

Attachments: 1. Petitions and Joint Letters [2.3.1.1 - 3 pages]

Executive Summary

1. Council receives a number of petitions and joint letters on a regular basis that deal with a variety of issues which have an impact upon the City.
2. Issues raised by petitions and joint letters will be investigated and reported back to Council if required.
3. A table containing all details relevant to current petitions and joint letters is provided in Attachment 1. It includes:
 - a) the full text of any petitions or joint letters received;
 - b) petitions or joint letters still being considered for Council response as pending a final response along with the date they were received; and
 - c) the final complete response to any outstanding petition or joint letter previously tabled along with the full text of the original petition or joint letter and the date it was responded to.
4. This report recommends that the listed items in Attachment 1, and the current status of each, be received and noted.



Petitions and Joint Letters Tabled

5. Council received one (1) new petition and no joint letters prior to the Council Meeting of 13 November 2023.
 - A Petition has been received via Change.org requesting Greater Dandenong Council establish an LGBTIQA+ Advisory Group to recognise the specific concerns and needs of the LGBTIQA+ community and ensure its services are accessible and inclusive. This Petition has been referred to the appropriate Council Business unit for further action.

Recommendation

That this report and its attachment be received and noted.

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
5/10/2023	<p>We the undersigned are residents & rate payers residing at the above address (Keysborough) who are writing to you seeking your support to ensure our safety in our own homes. As you would be well aware the crime statistics in Keysborough have increased significantly of late & are at an intolerable level.</p> <p>Our property has been subjected to a number of break-ins, thefts & other undesirable instances wherein unauthorised persons have accessed our property via the easement to the western side of our development.</p> <p>We have a number of single females residing at the property who are now quite terrified by the recent events. Unfortunately, the existence of the "easement for way" along our western boundary prevents us from taking measures to increase the security & safety for our residents.</p> <p>We are hereby petitioning Council to agree to the removal of the easement & the realignment of the footpath leading from the shops to the parkland. Please refer to the attached aerial view & proposed realignment of the footpath.</p> <p>You will note that the proposed realignment of the footpath would cause no loss of amenity for the public accessing the shops or parklands but would certainly enable us, as owners & ratepayers, to increase our safety & security immensely. Our intention is to install perimeter fencing to prevent unauthorised access to our private property.</p> <p>We look forward to discussions with yourself or your appointed representative to further outline our very real fears with a view to working together to reach an amicable resolution for all parties.</p>	26	Completed	<p>Responsible Officer: Senior Commercial Property Officer.</p> <p>Acknowledgment letter sent 06/10/2023 to the head petitioner.</p> <p>Further information sought from head petitioner by Senior Commercial Property Officer on 06/10/2023.</p> <p>Outcome provided on 01/11/2023 to the Owners Corporation and the chairperson of the Owners Corporation regarding their request and petition seeking consideration to removal of the carriageway easement on Plan of Subdivision 511893.</p> <p><i>"Preliminary investigations have been carried out and Council's Strategic Transport unit has confirmed that the carriageway easement provides an important strategic community shared use access link in the locality. Unless a suitable local alternative pedestrian route through the adjacent Melbourne Water Corporation land can be secured and constructed, then Council would not be supportive of removal of the easement. This route is used by the community and is an important pedestrian link.</i></p> <p><i>I understand that a proposal for the removal of the carriageway easement located on the common land property title would require the owners of the land to make an application under the provisions of the Transfer of Land Act 1958 (TLA). The owners could make their own enquires or seek their own legal advice regarding the easement removal application process and requirements.</i></p> <p><i>As the easement is on private property the Owners Corporation managers would have to consult with the owners regarding any application proposal in accordance with the TLA for submission to the Department of Transport and Planning, Land Use Victoria."</i></p>

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
25/10/2023	<p>Petition · Establish an LGBTIQA+ Advisory Group in Greater Dandenong · Change.org</p> <p>Approximately 17,000 residents in Greater Dandenong identify as lesbian, gay, bisexual, transgender, intersex, queer or asexual (LGBTIQA+).</p> <p>But a report to Greater Dandenong Council in December 2019 found that LGBTIQA+ residents feel excluded, ignored, invisible and isolated.</p> <p>The 2019 report also found that LGBTIQA+ people in Greater Dandenong experience increased rates of victimisation, vandalism, and threats. We know that harassment and discrimination have a negative impact on LGBTIQA+ people's health and wellbeing.</p> <p>LGBTIQA+ people in Greater Dandenong continue to face significant discrimination.</p> <p>To address this, many Victorian councils have a working group or advisory committee specific to the LGBTIQA+ community, but Greater Dandenong Council don't. The 2019 report found that "there are no known formal or informal networks for the LGBTIQA+ community in the municipality."</p> <p>Greater Dandenong Council have committed to engage with LGBTIQA+ communities to provides genuine opportunities for participation in decision making, input into the responsiveness of existing services, and to find solutions to current unmet needs, so now it's time to follow through on that commitment.</p> <p>We need Greater Dandenong Council to establish an LGBTIQA+ Advisory Group to recognise the specific concerns and needs of the LGBTIQA+ community and to ensure its services are accessible and inclusive.</p>	<p>227 as at 01/11/2023</p> <p>252 as at 08/11/2023</p>	Completed	<p>Responsible Officer: Director Community Strengthening</p> <p>The following media release from Greater Dandenong City Council was sent on 27/10/2023:</p> <p><i>"The City of Greater Dandenong is working towards improving inclusion of, recognition of and community understanding of our lesbian, gay, bisexual, transgender, gender diverse, intersex, queer, asexual and questioning (LGBTIQA+) residents and visitors.</i></p> <p><i>Our aim is to strengthen the participation of everyone in Greater Dandenong, regardless of sexual orientation or gender identity.</i></p> <p><i>The Diversity, Access and Equity Policy formalises Council's acknowledgement and respect for the diversity of backgrounds, abilities, values, beliefs and lifestyles of all residents.</i></p> <p><u><i>Diversity, Access and Equity Policy - 201KB</i></u></p> <p><i>In addition to Council actively including and consulting with the LGBTIQA+ community as part of our Libraries, Arts, Children's, Youth, Family and Aged Services, Sports and Recreation and Events programming, Council is a member of the LGPro LGBTIQA+ Special Interest Group, which is a state-wide network made up of LGBTIQA+ officers from a range of different councils. The network has been a great platform for councils to share their experiences and learnings in establishing LGBTIQA+ Reference Groups and Advisory Committees.</i></p> <p><i>As a result, Council is firstly engaging with a number of regional stakeholders to investigate options for an LGBTIQA+ Council Advisory Committee or a Regional Network which would encompass a variety of stakeholders including neighbouring Councils, local organisations and community members. Once community support for a new advisory body is identified, an Action Plan and required resources will be considered by Council.</i></p>

ATT 2.3.1.1 Petitions and Joint Letters

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
				<p><i>The petition will be tabled at the next Council Meeting on Monday 13 November 2023.</i></p> <p>Peta Gillies, Director Community Strengthening”</p>



2.4 STATUTORY PLANNING APPLICATIONS

2.4.1 Town Planning Application - No. 13/410-418 Princes Highway, Noble Park North (Planning Application No. PLN23/0358)

Responsible Officer: Director City Planning, Design & Amenity
Attachments: 1. Council Report Attachment - Assessed Redline Plan [2.4.1.1 - 1 page]

Application Summary

Applicant: Plan Urban Pty Ltd
Proposal: Use of the land to sell liquor (remote sellers packaged liquor license)
Zone: Commercial 2 Zone (C2Z)
Overlay: No overlays apply to the site
Ward: Noble Park North

1. This application has been brought before the Council as the proposal seeks to use the land to sell liquor (remote sellers packaged liquor license) that is not associated with a food or drink premises.
2. A remote sellers packaged liquor license is defined by the Victorian Commission for Gambling and Liquor Regulation (VCGLR), as a licence which allows:
 - *People or businesses to sell alcohol to people not currently on the licenced premise. This includes sales over the phone, via the internet or through an app, and delivered to customers to consume off-premises.*
 - *The remote seller's licenced premise is where the liquor is supplied from, such as the warehouse where alcohol products are shipped from.*
3. A planning permit is required under the Greater Dandenong Planning Scheme, pursuant to:
 - Clause 52.27 (Licensed premises) to use the land to sell or consume liquor, if a license is required under *the Liquor Control Reform Act 1998*. A remote sellers packaged liquor license is a license required under *the Liquor Control Reform Act 1998*.

Objectors Summary

4. In accordance with the requirements of the *Planning and Environment Act 1987*, notification of the application was undertaken by way of mailing letters of notices to adjoining and surrounding owners and occupiers.
5. No objections to the proposal were received by Council to date.



Recommendation Summary

6. As assessed, the proposal is consistent with, and appropriately responds to the provisions of the Greater Dandenong Planning Scheme. The proposal is a suitable outcome noting the strategic policy for Clause 52.27 Licensed Premises, by responding to the purposes of the particular provision, as well as the policy objectives within the Municipal Strategic Statement and Planning Policy Framework. Therefore, this report is recommending that the application be supported, and that a Permit be granted subject to conditions as set out in the recommendation.
7. If the application was to be appealed to the Victorian Civil and Administrative Tribunal (VCAT) is it the officer's view that it is highly likely that VCAT would also issue a planning permit for this proposal.



Subject Site and Surrounds

Subject Site

8. The subject site is legally known as Lot 13 on SP032759C and is located on the northeast side of Princes Highway in Noble Park North. The site is currently utilised by a business which sells home brewing supplies.
9. The subject site is rectangular in shape.
10. The subject site has a front and rear boundary width of 62.27 metres, with side boundaries of 127.73 metres.
11. The overall site area is 7,954 sqm.
12. The subject site currently contains one (1) existing warehouse in operation. There are currently no other buildings existing within the subject site.
13. Access to the subject site is provided via common property, which connects to a double width crossover, providing access to the service lane of Princes Highway to the southwest. Princes Highway is an arterial road and is a Transport Road Zone 2.
14. The car parking spaces allocated to the existing warehouse are located within the subject site lot boundaries and outside of common property.

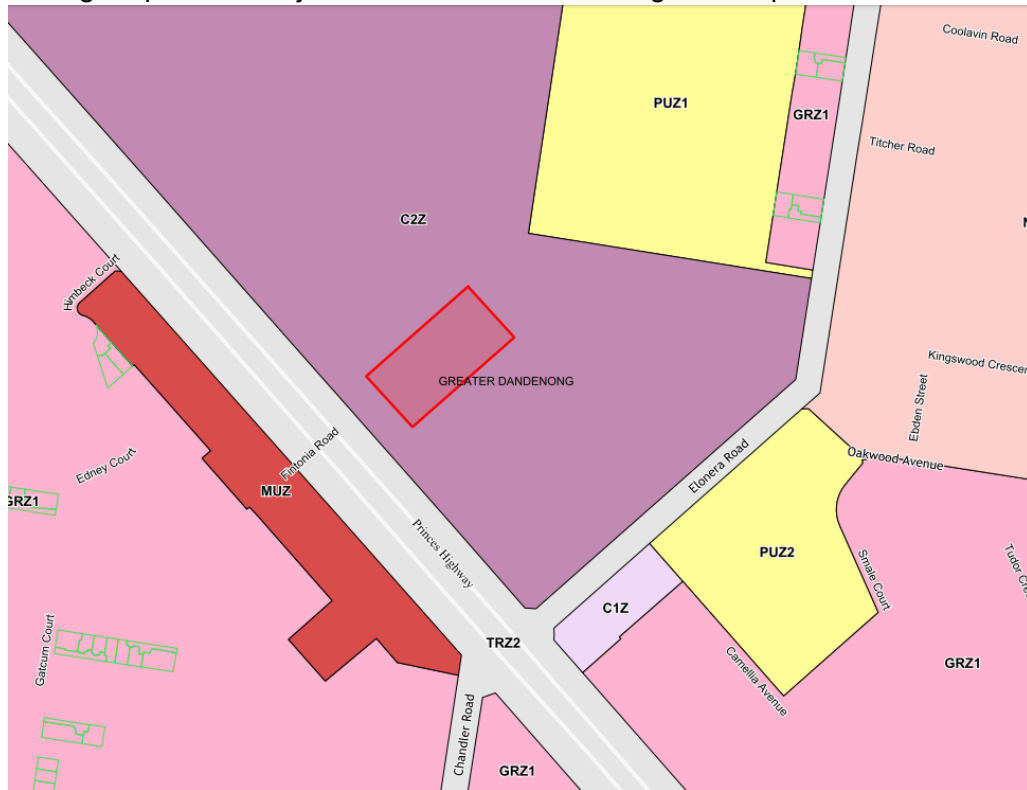
Surrounding Area

15. The surrounding sites are also zoned Commercial 2 Zone.
16. Directly opposite the site, across Princes Highway to the southwest land is zoned Mixed Use Zone, which is located approximately 87 metres from the subject site.
17. The subject site is located within a group of existing warehouses that are provided with a common accessway.
18. The nearest residential zone (General Residential Zone, Schedule 1) is approximately 134 metres to the southwest of the subject site.
19. The existing development within the immediate area consists of similar industrial buildings and warehouses, used for a variety of commercial and industrial uses, as well as a fast-food restaurant and office uses (real estate agent) further to the periphery.
20. The Noble Park and Springvale Activity Centres are located 1.1 kilometres to the southwest and 2.9 kilometres to the west of the subject site, respectively.



Locality Plan

21. A zoning map of the subject site and the surrounding area is provided below.



22. An aerial photograph of the subject site and the surrounding area, highlighted in red below (Nearmaps, August 2023).





Background

Previous Applications

23. A search of Council records revealed that Council has previously considered the following planning applications for the site:

Planning permit ref. no.	For:	Outcome:
PLN04/0587	Buildings and works (Industrial Building)	Permit issued on 04/10/2004
PLN09/0450	To erect and display business identification signage	Permit issued on 17/12/2010
PLN22/0532	Use of the land for manufacturing sales and food and drink premises, buildings and works, sale and consumption of liquor, display of internally illuminated business identification signage, reduction in car parking and alteration of access to a Transport Zone 2.	Application currently being assessed. PLN22/0532 is an application independent from the current application to sell liquor (remote sellers packaged liquor license). PLN22/0532 is for a redevelopment of the front portion of the site and proposes manufacturing and a food and drink premises.

Proposal

24. The application proposes to use the land for a licensed premises (remote sellers packaged liquor license).
25. The use of the land for a licensed premises will be utilised in conjunction with the existing use of the land for a warehouse. Currently, the operator of the subject site uses the warehouse to store and sell various home brewery related products.
26. No buildings and works are proposed within the application, with the use of the land for a licensed premise utilising the existing warehouse on the subject site. Any internal rearrangement of the warehouse for the use of the land for a licensed premises will be an internal fit out and not increase the floor area.
27. The operation of the site for a licensed premises will consist of the selling of packaged liquor to individuals and/or businesses, via sales over the phone, internet or through a mobile app. The product will be delivered to customers off-premises. The packaged liquor will be stored within the existing warehouse and distributed to customers via courier and mail services off-premises. Collection will not be available on-site, nor will there be any same day delivery options.
28. The proposed trading hours for orders to be packed for delivery and collected by third-party couriers are the following:
- Monday to Friday: 9 am – 5 pm.
29. No signage is proposed within this application and no additional car parking is required.
30. A copy of the submitted plans is provided in Attachment 1 to this report.



Planning Scheme and Policy Frameworks

31. A planning permit is required, under the Greater Dandenong Planning Scheme, pursuant to:

- Clause 52.27 Licensed Premises, *to use the land sell or consume liquor if a license is required under the Liquor Control Reform Act 1998.*

32. Pursuant to the *Liquor Control Reform Act 1998*, a remote sellers packaged liquor licence is a licence included under *the Act 1998*.

Zoning Controls

33. The subject site is located in a Commercial 2 Zone (C2Z), as is the surrounding area.

34. The purpose of the Commercial 2 Zone, outlined at Clause 34.02, is:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To encourage commercial areas for offices, appropriate manufacturing and industries, bulky goods retailing, other retail uses, and associated business and commercial services.*
- *To ensure that uses do not affect the safety and amenity of adjacent, more sensitive uses.*

35. It is noted that a planning permit is not required for the use of the land for a licensed premises under the Commercial 2 Zone. Furthermore, the existing use of the land for a Warehouse is not proposed to be changed.

Overlay Controls

36. No overlays affect the subject site or surrounding area.

State Planning Policy Framework

37. The Operation of the State Planning Policy Framework outlined at Clause 10 seeks to ensure that the objectives of planning in Victoria are fostered through appropriate land use and development planning policies and practices which integrate relevant environmental, social and economic factors in the interests of net community benefit and sustainable development. The objectives of Planning in Victoria are noted as:

- To provide for the fair, orderly, economic and sustainable use, and development of land.*
- To provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity.*
- To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria.*
- To conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value.*
- To protect public utilities and other facilities for the benefit of the community.*
- To facilitate development in accordance with the objectives set out in paragraphs (a), (b), (c), (d) and (e).*
- To balance the present and future interests of all Victorians.*

38. In order to achieve those objectives, there are a number of more specific objectives contained within the State Planning Policy Framework that need to be considered under this application.



39. **Clause 17 (Economic Development)** contains two (2) key objectives and can be summarised in emphasising the need for planning to provide for a strong and innovative economy, and to contribute to the economic wellbeing of the state to allow for municipalities to build upon regional strengths and economic potential.
40. These objectives are further explored within the following subclauses under Clause 17 Economic Development. **Clause 17.01-1S Diversified economy** seeks to strengthen and diversity the economy, by facilitating growth in a range of employment sectors and to improve access to jobs closer to where people live.

Local Planning Policy Framework

41. The Local Planning Policy Framework (LPPF) includes the Municipal Strategic Statement (MSS) and Local Policies.
42. The MSS is contained within Clause 21 of the Scheme. The MSS at **Clause 21.02** focuses on the Municipal Profile, within which the following is noted:
- *Greater Dandenong is a net provider of jobs, with a resident workforce of 53,000, and local businesses providing approximately 74,000 jobs. Greater Dandenong businesses provide the third highest number of jobs in metropolitan Melbourne, with the employment sector largely orientated towards manufacturing occupations. Within the metropolitan Melbourne area, Greater Dandenong is ranked – in terms of job stock – first in manufacturing, second in storage, third in road transport and fourth in wholesale trade. The extension of the Urban Growth Boundary by the State Government will facilitate further industrial development in Dandenong and some 25,000 new jobs, to maintain Greater Dandenong's pivotal role in the State economy.*
43. A Vision for Greater Dandenong is outlined at **Clause 21.03**, within which the following is noted:
- *A nationally and internationally competitive city; a pre-eminent industrial centre for Melbourne's south-east with a significant high-tech/knowledge industrial component; a centre for government, multi-national investment and employment; vibrant commercial and retail sector and a state of the art inter-modal transport interchange for south eastern Victoria.*

Particular Provisions

44. The purpose of **Clause 52.27 Licensed Premises** needs to be considered to determine the appropriateness of the proposal to use the land for a licensed premises.
45. The purpose of Clause 52.27 Licensed Premises is as follows:
- *To ensure that licensed premises are situated in appropriate locations.*
 - *To ensure that the impact of the licensed premises on the amenity of the surrounding area is considered.*



46. Pursuant to Clause 52.27 Licensed Premises, the responsible authority must consider before deciding on an application (in addition to the decision guidelines in Clause 65), the following decision guidelines:

- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *The impact of the sale or consumption of liquor permitted by the liquor licence on the amenity of the surrounding area.*
- *The impact of the hours of operation on the amenity of the surrounding area.*
- *The impact of the number of patrons on the amenity of the surrounding area.*
- *The cumulative impact of any existing licensed premises and the proposed licensed premises on the amenity of the surrounding area.*

General Provisions

47. Clause 65 – Decision Guidelines need to be considered, as is the case with all applications. For this application the requirements of Clause 65.01 for the approval of an application or plan are of relevance. This Clause outlines the requirements that the responsible authority must consider when determining the application.

Restrictive Covenants

48. No covenants or any restrictive measures are registered on the Certificate of Title for the subject site.

Diversity, Access and Equity

49. It is not considered that the planning assessment of this application raises any diversity issues. The application itself does not have a direct and significant impact on the wider Greater Dandenong community.

Community Safety

50. It is considered that there would be no adverse community safety implications in permitting the proposal subject to strict conditions on any planning permit issued.

Safe Design Guidelines

51. Consideration of the relevant requirements of these Guidelines has been undertaken within the Assessment of this application.

Referrals

52. The application was not required to be referred to any external referral authorities pursuant to Section 55 of the *Planning and Environment Act 1987*, however Council referred the application for comment only (under Section 52 of the *Planning and Environment Act 1987*) to both Victoria Police and the Victorian Commission for Gambling and Liquor Regulation (VCGLR).

53. The application was externally referred to the following for their consideration (summarised):

External Authority	Response
Victoria Police	No objection.
VCGLR	No comment.



Internal

54. The application was internally referred to the following Council Units for their consideration (summarised):

Council Referrals	Response
Community Services	No objection.

Advertising

55. The application has been advertised pursuant to section 52 of the *Planning and Environment Act 1987*, by:

- sending notices to the owners and occupiers of adjoining land.

56. The notification has been carried out correctly. Council has received zero (0) objections to date.

Assessment

57. The proposal for the use of the land for a licensed premises has been assessed against the relevant Clauses and decision guidelines within the Greater Dandenong Planning Scheme.

Use

58. The proposal has been assessed against the relevant provisions of the Greater Dandenong Planning Scheme, including the Planning Policy Framework, Local Planning Policy Framework, the Particular Provision for Liquor Licencing at Clause 52.27 and Clause 65 – Decision Guidelines.
59. The subject site is located within an established Commercial 2 Zone with the immediately adjoining lots used for a variety of commercial and warehouse uses, with no adverse impacts to the surrounding area anticipated as a result of the proposal.
60. The subject site is considered an appropriate location for the use of the land for a licensed premises given the subject site contains an existing warehouse currently used to sell home brewery products. The sale of various home brewery related products is ancillary to the use of the land for a warehouse, given the use for a warehouse also includes the distribution of goods for wholesale. In addition, no changes to the existing use of the land for a warehouse are proposed, nor any changes to the existing structure of the built form.
61. The nearest General Residential Zone (General Residential Zone, Schedule 1) is located to the south-west of the subject site, at a distance of 134 metres. Therefore, it is considered that the use of the land for a licensed premises (remote sellers packaged liquor licence) will not adversely impact the existing amenity of the closest established residential area.
62. The current proposal to use the land for a licensed premises will have little impact on the existing traffic of the surrounding area and Princes Highway (a road in a Transport Zone 2), which is connected to the site via a service lane.
63. The packaged liquor for sale will be stored internally within the existing warehouse in an orderly manner (on existing pallets within the warehouse). The liquor will be loaded onto the third-party courier/mail services collecting the orders on-site, with little impact to the functionality of the existing car parking area or the common property. Conditions can be imposed on any permit issued to ensure vehicles related to this use do not impede the accessway.



64. The warehouse will maintain the following hours for the packing and delivering of liquor:

- Monday – Friday: 9 am – 5 pm.

It is noted that the hours proposed are within the hours that VCGLR detail that they allow under any remote sellers packaged liquor licences issued by them.

65. No sale of the packaged liquor will occur on-site, with all sales to be conducted and received online, via an app or over the phone. No collection of the packaged liquor from the customer will occur, with all sales of the packaged liquor to be delivered via a third-party courier/mail service to other locations.

66. The proposal complies with the relevant objectives within the Municipal Planning Strategy and Planning Policy Framework within the Greater Dandenong Planning Scheme. It is considered that the proposal would improve services on the site and provide a benefit to the community by way of employment, without compromising the local amenity of the surrounding land uses. The proposal meets the objectives of Clause 17 (Economic Development) and Clause 17.01-1S (Diversified Economy) of the Planning Policy Framework in that it is considered to meet the community's needs for accessible facilities located within the municipality.

67. The cumulative impact of the proposal was assessed, to demonstrate both positive and negative impacts that can result from any cluster of existing licensed premises with the surrounding area. A search of existing licensed premises within a 100 metre and 500 metre radius of the subject site was conducted.

- Within a 100 metre radius is the following existing licensed premises:

License no.	Category	Premises	Property Address
33700748	Pre-Retail License	NA	No. 424 Princes Highway Noble Park 3174

- Within a 500 metre radius is the following existing licensed premises:

License no.	Category	Premises	Property Address
36023399	Limited License	Sandown Heritage Motel	No. 433 Princes Highway Noble Park 3174
31244283	BYO License	Maple Leaf Chinese and Malaysian Restaurant	No. 13 Elonera Road Noble Park 3174
33700748	Pre-Retail License	NA	No. 424 Princes Highway Noble Park 3174

68. As demonstrated above, one (1) existing licensed premises is located within 100 metres of the subject site. Another two (2) existing licensed premises are within a 500 metre radius from the subject site. Therefore, this does not result in a cluster of licensed premises within close proximity to the site, as defined in Clause 52.27 - Licenced Premises.



69. It is worth noting that the Victorian Commission for Gambling and Liquor Regulation (VCGLR) requires an alcohol management strategy to be provided if the following applies to the remote sellers packaged liquor licence sought:
- (if the operator of the license) offers delivery within 2 hours of an order being placed; or
 - conducts liquor sale promotions for purchases (including discounts for multiple purchases, gift with purchases etc.)
70. The applicant has provided written confirmation to Council that the remote sellers packaged liquor license sought within this application will not partake in the abovementioned activities. Therefore, no alcohol management strategy is required as part of an application for a planning permit. A condition is to be placed on any permit granted to prevent the abovementioned activities from being undertaken without the prior written consent of the Responsible Authority or VCGLR.
71. As per the Victorian Liquor Commission (supported by Liquor Control Victoria), licensees who sell and deliver packaged liquor bought off-premises via phone or online sales (operating under a remote sellers packaged liquor licence) must keep and supply records regarding their failed deliveries of purchased packaged liquor. This is in the instance that the following scenarios occur which are relevant to this application:
- The recipient was a minor and/or could not produce photo identification; or
 - The recipient was intoxicated or there was a substantial risk they were intoxicated.
72. The record must be maintained to detail the date and time of each failed delivery, the postcode of the location where the refusal occurred and/or the total number of successful deliveries made during the relevant period.
73. It is worth noting that the remote sellers packaged liquor license sought within this application will be subject to standard practices by the relevant bodies to ensure the ongoing safety and wellbeing of the community.
74. Based on the above, it is considered that the proposal is appropriately located and would be managed to avoid any impact on the amenity of the surrounding area and community.

Conclusion

75. The application has been assessed against the relevant sections of the Greater Dandenong Planning Scheme, including the Planning Policy Framework, Local Planning Policy Framework, Municipal Strategic Statement, Clause 52.27 and Clause 65.
76. Overall, it is considered that the proposal is appropriate having regard to the site's location within a Commercial 2 Zone.



Recommendation

That Council resolves to grant a planning permit in respect of the land known and described as No. 13/410-418 Princes Highway NOBLE PARK NORTH VIC 3174 (Lot 13 SP 32759), for the purpose of the use of the land to sell liquor (remote sellers packaged liquor licence) in accordance with the plans submitted with the application subject to the following conditions:

1. Before the use commences, an amended Redline plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The amended Redline plan must be drawn to scale with dimensions. The amended plans must be generally in accordance with the plans submitted and assessed with the application but modified to show:

1.1 Warehouse showers to be excluded from the Redline plan.

When approved, these plans will be endorsed and will form part of this permit.

2. The licensed area shown on the endorsed Redline plan must not be altered without the prior written consent of the Responsible Authority and VCGLR (Victorian Commission for Gambling and Liquor Regulation).
3. The licensee must ensure that no delivery of packaged liquor within two (2) hours of the sale will occur without the prior written consent of the Responsible Authority and VCGLR.
4. The licensee must ensure that no liquor promotions will be carried out as part of the remote sellers packaged liquor license, without the prior written consent of the Responsible Authority and VCGLR.
5. Rubbish, including bottles and packaging material, must at all times be stored within the building and screened from external view (except when collection is to occur the following morning).
6. The applicant must maintain and supply a delivery record, as per the requirements of the *Liquor Control Reform Act 1998*, for each instance of refusal to deliver packaged liquor.
7. The amenity of the area must not be detrimentally affected by the use of land, including through the:
 - 7.1 transportation of materials, goods or commodities to or from the land;
 - 7.2 appearance of any building, works or materials;
 - 7.3 emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, dirt or oil;
 - 7.4 presence of vermin; or
 - 7.5 in any other way.to the satisfaction of the Responsible Authority.



8. Liquor is to be picked and packed during the following hours only:

8.1 9 am to 5 pm Monday to Friday

9. Orders for packaged liquor is to be delivered during the following hours only:

9.1. 9 am to 5 pm Monday to Friday;

10. The trading hours within Condition 8 – 9 of the planning permit must not be altered without the prior written consent of the Responsible Authority and VCGLR.

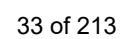
10. Delivery vehicles must not obstruct the common accessway during deliveries and/or collections, or any other time, to the satisfaction of the Responsible Authority.

11. This permit will expire if one (1) of the following circumstances applies:

11.1. the use does not start within two (2) years of the date of this permit; or

11.2. the use is discontinued for a period of two (2) years.

The Responsible Authority may extend the periods referred to is a request is made in writing before the permit expires or within six (6) afterwards.





3 PUBLIC QUESTION TIME

Question Time at Council meetings provides an opportunity for members of the public in the gallery to address questions to the Councillors, Delegates and/or officers of the Greater Dandenong City Council. Questions must comply with s. 4.5.8 of Council's Governance Rules.

QUESTIONS FROM THE GALLERY

Questions are limited to a maximum of three (3) questions per individual. Where time constraints deem it likely that not all questions can be answered within the time allowed for Question Time, the Mayor at his/her discretion may determine only the first question may be presented verbally with others deferred to be managed in the same manner as public questions not verbally presented.

Priority will be given to questions that relate to items on the Council Agenda for that meeting. Questions including any preamble should not exceed 300 words.

- a) All such questions must be received in writing on the prescribed form or as provided for on Council's website and at Ordinary meetings of Council. Where there are more than three (3) questions received from any one individual person, the Chief Executive Officer will determine the three (3) questions to be considered at the meeting.
- b) All such questions must clearly note a request to verbally present the question and must be received by the Chief Executive Officer or other person authorised for this purpose by the Chief Executive Officer no later than:
 - i) the commencement time (7.00pm) of the Ordinary meeting if questions are submitted in person; or
 - ii) noon on the day of the Ordinary meeting if questions are submitted by electronic medium.
- c) A question can only be presented to the meeting if the Chairperson and/or Chief Executive Officer has determined that the question:
 - i) does not relate to a matter of the type described in section 3(1) of the *Local Government Act 2020* (confidential information);
 - ii) does not relate to a matter in respect of which Council or a Delegated Committee has no power to act;
 - iii) is not defamatory, indecent, abusive or objectionable in language or substance, and is not asked to embarrass a Councillor, Delegated Member or Council officer; and
 - iv) is not repetitive of a question already asked or answered (whether at the same or an earlier meeting).
- d) If the Chairperson and/or Chief Executive Officer has determined that the question may not be presented to the Council Meeting or Delegated Committee, then the Chairperson and/or Chief Executive Officer:
 - i) must advise the Meeting accordingly; and
 - ii) will make the question available to Councillors or Members upon request.
 - iii) The Chairperson shall call on members of the gallery who have submitted an accepted question to ask their question verbally if they wish.
- e) The Chairperson, Chief Executive Officer or delegate may then direct that question to be answered by a nominated Councillor or member of Council staff.



-
- f) No debate on, or discussion of, a question or an answer will be permitted other than for the purposes of clarification.
 - g) A Councillor, Delegated Committee Member or member of Council staff nominated to answer a question may:
 - i) seek clarification of the question from the person who submitted it;
 - ii) seek the assistance of another person in answering the question; and
 - iii) defer answering the question, so that the answer may be researched and a written response be provided within ten (10) working days following the Meeting (the question thereby being taken on notice).
 - h) Question time for verbal presentations is limited in duration to not more than twenty (20) minutes. If it appears likely that this time is to be exceeded then a resolution from Council will be required to extend that time if it is deemed appropriate to complete this item.
 - i) The text of each question asked and the response will be recorded in the minutes of the Meeting.



4 OFFICERS REPORTS - PART 2

4.1 POLICY AND STRATEGY

4.1.1 Greaves Reserve Dandenong Master Plan 2023

Responsible Officer:	Director City Planning, Design & Amenity
Attachments:	<ol style="list-style-type: none">1. A. Greaves Reserve Site Context and Existing Facilities [4.1.1.1 - 1 page]2. B. Greaves Reserve Dandenong Master Plan Community Consultation Summary Report PDF 2023 [4.1.1.2 - 17 pages]3. C. Greaves Reserve - Final Master Plan August 2023 [4.1.1.3 - 1 page]4. D. Greaves Reserve Master Plan Draft Implementation Plan and OPC August 2023 [4.1.1.4 - 4 pages]

Executive Summary

1. The Greaves Reserve Master Plan 2023 establishes the long-term vision and direction for this highly valued and well utilised regional park in Dandenong. The master plan improves and expands the reserve's ongoing provision of sports and events infrastructure, diversifies the informal recreational uses offered to the community and facilitates functional layout improvements to the reserve's road network and carparking. Opportunities for environmental benefits that increase the reserve's tree canopy coverage and biodiversity are integrated into the master plan. This report summarises the process undertaken and the key directions of the final master plan.
2. This report recommends that the Greaves Reserve, Dandenong Master Plan 2023 be adopted by Council.



Background

3. The Greaves Reserve Master Plan was adopted by Council in January 1997 and since this time has guided the strategic direction, development, and use of the reserve for sport and recreation as well as festivals and events.
4. The aim of the 1997 master plan was to promote a balance of active and passive recreation uses within a visually interesting setting. The master plan also placed importance on diversifying the passive recreational options, strengthening connections to the landscape character of the creeks and bushland, pedestrian safety and improving the functional layout of the road network and car parking.
5. Seven (7) projects have been implemented from the directions of the 1997 master plan. These are:
 - 1) Construction of Council's Operations Centre and carpark.
 - 2) Local playground and rebound wall.
 - 3) Lower oval sports field drainage upgrade and lighting (soccer).
 - 4) Alan Carter Pavilion upgraded and removal of the access road.
 - 5) New cricket training nets.
 - 6) New dog off-leash area (northern bushland).
 - 7) Dandenong Tennis Club courts upgrade.
6. Since 1997 there have been several significant Victorian state government infrastructure projects that have been constructed within proximity to Greaves Reserve. These are Eastlink and the Eastlink regional cycle trail (completed 2008) and the Djerring Trail, completed in 2018 as part of the Caulfield to Dandenong level crossing removal project. There has also been the realisation of the residential townhouse development on Hanna Street to the north-west of the reserve next to Yarraman Station. Significant updates to council's strategies and policies as well as state government policy directions has also occurred over this time which has had an influence on how open space, sport and recreation planning is prioritised and developed for the community.
7. During 2018-2019, an Events Master Plan led by Council's Festivals and Events team was undertaken to further understand the infrastructure and spatial requirements for a range of major festivals and events held at Greaves Reserve, such as the annual Dandenong and District Agricultural Show. For example, infrastructure considerations included power, parking and access, signage, lighting, and public amenities. This project included extensive facilitated consultation with the park's stakeholders and events groups.
8. There were four (4) key findings that came out of the Events Master Plan:
 - Greaves Reserve is a venue suitable for events attracting 10,000-40,000 people and event infrastructure improvements should maintain and potentially increase the capacity to host outdoor event activity at this scale (e.g., caravan shows and cultural festivals).
 - Greaves Reserve is retained and enhanced as a major sports reserve providing for its current range of sports activities.
 - Enhancements to the reserve should benefit all users and stakeholders.



9. The key recommendations from the Events Master Plan were:

- To review and update the 1997 Greaves Reserve Master Plan and integrate the Events Master Plan recommendations to ensure that the reserve retains the flexibility to host major events.
- To include an implementation plan to guide future investment at the reserve.
- Focus on enhancements of the reserve to benefit all users/stakeholders.

Site Context

10. Greaves Reserve is located on Bennet Street, Dandenong. The reserve is approximately 1.5km from Dandenong Station and 800 metres from Yarraman Station.
11. Council's Operations Centre is located within the south-eastern corner of the reserve.
12. Strategically, the reserve is easily accessed by car via Bennet Street and Sinclair Road, however, the surrounding infrastructure has placed limitations on pedestrian access.
13. The park interfaces are:
 - Western interface – Eastlink and its regional bike trail, Mile Creek, and industrial land uses.
 - Northern interface – the railway corridor, residential, Fotheringham Reserve, Yarraman Creek and the Djerring Trail.
 - Eastern and Southern interfaces - industrial land uses.
14. The main pedestrian access into the reserve is from Bennet Street and Sinclair Road. The pedestrian access from the west side of Greaves Reserve is via two (2) paths that are on either side of Mile Creek and connect to the reserve under the Eastlink overpass.
15. The railway line is a major barrier to accessing the reserve from the Dandenong West residential catchment and Fotheringham Reserve. The northern residential catchment is reliant on the Railway Parade / Bennet Street bridge overpass which has poor pedestrian path connections and the Yarraman Station bridge overpass.
16. The bushland area to the north-west of Greaves Reserve which incorporates Mile Creek and Yarraman Creek is an important biodiversity corridor that extends north into Fotheringham Reserve and south to the Dandenong Creek corridor. The bushland area has had a history of community native tree planting programs since circa 1944 as well as an historical connection with the local indigenous community who have been regular attendees and participants at community sport and cultural events.

Existing Facilities and Infrastructure

17. The reserve occupies approximately 26.31 hectares in area and is classified in the Open Space Strategy 2020-2030 as a regional park that provides multi use sports facilities catering for both premier and community level competition.
18. The Dandy Show which has been run by the Dandenong Agricultural and Pastoral Society (DAPS) has been held at Greaves Reserve since 1967 and has typically occurred on the second weekend in November.



19. The sports played at the reserve are:

- Premier and community level cricket.
- Community AFL, rugby, and soccer.
- Tennis.
- Netball – indoor and outdoor.
- Indoor skate sports - Roller Derby and Roller Hockey.
- Outdoor inline speed skating.

20. The existing buildings are:

- Council's Operations Centre.
- Four (4) sports pavilions – Alan Carter Pavilion, Monahan Pavilion, Dandenong Tennis Club and Gloria Pyke Stadium.
- Five (5) Dandenong and District Agricultural and Pastoral Society pavilions (DAPS) (sheep pavilion, exhibition pavilion, poultry pavilion, administration pavilion and a general pavilion).
- Toilet block.

21. The existing sports infrastructure are:

- Four (4) turf ovals which cater for cricket, AFL, soccer, and rugby.
- Two (2) separate synthetic practice cricket facilities.
- Netball – 12 outdoor netball courts and 4 indoor courts within Gloria Pyke Pavilion. The outdoor netball courts are also used for inline skating.
- Dandenong Tennis Club - 7 Tennis courts (2 synthetic grass and 5 hardcourt).
- Skate Victoria (Roller Derby and Roller Hockey) use the DAPS sheep and exhibition pavilions.

22. Carparking within the reserve is mostly informal, with vehicles parking along the side verges of the main entry road from Bennet Street; Attenborough Street and the reserve's internal access roads to the pavilions; Vicnash View and Show Place. Informal carparking also occurs along Ohagans Way Reserve, Sinclair Road and Morgans Run.

23. There are three (3) formalised carparks: the netball court carpark at Milnes Circuit, Alan Corrigan Pavilion, and the Dandenong Tennis Club carpark. Alan Corrigan Pavilion also has an unmarked carparking area. Council's Operations Centre has a fenced carpark for Council purposes and an overflow carpark that can be used for public parking.



Informal Recreation

24. There are currently limited informal recreation facilities in the reserve. These facilities are:

- One (1) local playground - priority no. 43 in the Playground Strategy and Action Plan 2013-23 and identified to be upgraded to a neighbourhood level playground (currently at Action Plan no.32).
- Basketball practice hoop (quarter court).
- Rebound wall for tennis and down ball.
- Fitness equipment.
- Dog off leash area in the bushland area.
- Informal paths within the bushland area which connect to the Eastlink regional bike path, Mile Creek, and Yarraman Creek.

25. Refer to Attachment A for a map of the existing facilities and site context.

Key Points / Issues / Discussion

Revised Master Plan Process 2021-2023

26. Community and stakeholder consultation and engagement was a key component of developing the revised master plan. The master plan process also included a thorough site analysis and assessment of Greaves Reserve's facilities, buildings, recreation, and environmental considerations. The development of the revised master plan occurred over four (4) stages. These were:

Stage 1 –

- Development of the revised Draft Greaves Reserve Master Plan 2021
- Councillor Briefing – 11 October 2021

Stage 2 -

- Community and Stakeholder Consultation - 28 March to 28 April 2022
- Review of feedback received from stakeholder and community consultation
- Update of the draft master plan

Stage 3 -

- Updated draft master plan for Greaves Reserve 2023
- Councillor Briefing – 17 April 2023 on the updated draft master plan
- Consultation on revised plan – 13 June – 15 July 2023

Stage 4

- Final Master Plan (Proposal)

27. Refer to Attachment B for a summary of the consultation process undertaken and feedback received from the Stages 2 and 3 community and stakeholder consultation.



Development of the Revised Draft Greaves Reserve Master Plan 2021-2023

28. The adopted 1997 Greaves Reserve Master Plan and the 2018-19 events recommendations provided the foundation for the revised master plan.

29. The key issues identified at Greaves Reserve are:

- Existing barriers – Eastlink, rail corridor and industrial uses limit access to the reserve.
- The internal road design is limiting circulation. There is a need to improve the internal road design and provide better internal access for vehicles, pedestrians, and cyclists.
- There are limited formal carparking bays and these do not adequately service the various sporting and recreational precinct uses. There is a strong reliance on informal carparking around the reserve's road network, which is inefficient.
- Integrating the future extension of the Djerring Trail from Yarraman Station to central Dandenong and improving cycle connections through the reserve, particularly from the Eastlink trail is required.
- Pedestrian connections beyond the site, particularly to the residential areas to the north, regional bike trails and to Yarraman Station are important and should be improved.
- Lack of pedestrian path networks throughout the reserve.
- Perceived CPTED issues around pedestrian safety, lighting, and poor pedestrian access from the west side of Greaves Reserve particularly from the industrial area and the two (2) path connections along both sides of Mile Creek that run under Eastlink.
- Existing sports venues are not designed for today's contemporary standards in terms of car parking and supporting infrastructure.
- The 12 outdoor netball courts are non-compliant as the runoff dimensions between the courts is less than the standard.
- The predominance of sports uses and limited informal and passive recreational facilities that allow for flexible recreation, landscape, environmental and other community activities that draw broader user groups such as families to the reserve.
- The events infrastructure needs to be integrated with the park master plan and allow for overflow parking for events.
- Improvements to the overall amenity and tree canopy coverage across the reserve.
- The bushland and Mile Creek / Yarraman Creek areas have the potential to become significant biodiversity and environmental assets as well as enhancing the indigenous vegetation sites within the reserve.
- Lack of wayfinding signage.



Revised Master Plan Objectives

30. The objectives and key areas that the master plan focuses on are:

- Development of precinct-based active and passive recreation facilities.
- Upgrading the internal road network with new parking precincts that support the activity areas.
- Upgrading Morgans Run to provide a southern point of access and a defined circuit route for vehicles and buses.
- Diversifying the activity precincts to allow for sports, informal recreation, and conservation to encourage broader user groups to visit the reserve.
- The provision of an informal recreation precinct with family and social gathering opportunities, including an upgraded playground, multi-purpose court, fitness, and picnic and BBQ facilities.
- Integrated pedestrian path network and lighting.
- Integrated Djerring Trail shared user path through the reserve.
- Improvements to sports infrastructure and facilities.
- Nine (9) new fully compliant netball courts and supporting infrastructure (lighting, shelters) for regional competition and accommodating an inline skate track.
- New relocated Monahan Pavilion between ovals 1 and 2.
- New informal recreation and playground area.
- Maintain events areas and overflow parking.
- Events infrastructure requirements (upgrades, services, and power supply) integrated with overall park planning.
- Reinforcing that the large conservation bushland area is an important biodiversity corridor that has first nations connections as well as an environmental and education role for the community.
- Overall improvements to the landscape, tree canopy coverage and amenity for users of the reserve.
- Retain ongoing use by Council of the Operations Centre, particularly with regards to access.



Proposal - Final Master Plan

31. The final Greaves Reserve Master Plan (figure 1) has been developed in response to the feedback received through the extensive community and stakeholder consultation process (Refer to Attachment B for a separate A4 copy of the final master plan).
32. The objectives and key areas of focus for the final master plan are those outlined in the bullet points of paragraph 29 above.
33. The final master plan has an implementation plan to guide the capital works program and future funding bids.
34. Refer to Attachment C– Greaves Reserve Master Plan August 2023 and Attachment D – Greaves Reserve Implementation Plan August 2023.
35. A summary of the overall final master plan is outlined below, noting that the projects are subject to future funding being made available:
36. Sports Infrastructure
 - Nine (9) new fully compliant netball courts and supporting infrastructure (lighting, shelters, fencing, seats and drinking fountains) for regional competition.
 - A 400m inline skating track and the associated technical requirements (lighting, storage) around the perimeter of the netball courts.
 - Oval floodlights installed as 100 lux in accordance with Council's Flood Lighting Policy.
 - The synthetic practice cricket wickets each with three (3) lanes to be relocated between ovals 1 and 2.
 - Electronic scoreboards to ovals 1, 2, 3 and 4.
 - New coaches' boxes.
 - New oval and court fencing.
 - Improvements to the interfaces to the ovals for spectator viewing.
37. Buildings
 - New relocated Monahan Pavilion between ovals 1 and 2. The future pavilion would be designed in accordance with Council's Sustainable Building's Policy, DDA compliance, include female friendly standards, accommodate the requirements of the sporting codes and community, and include spectator areas, service, and grounds maintenance requirements. The concept and detailed design for the pavilion is subject to a separate future capital improvement project being funded. Community and stakeholder consultation would occur when this project is funded.
 - Retention of the Dandenong Agricultural Show Pavilions (DAPS), including maintenance of the facilities.
 - Alan Carter Pavilion - amenity improvements, a proposed future extension of the northeast social room and interface improvements to oval 3.
 - Dandenong Tennis Club - improvements to the toilet facilities.
 - Existing Monahan Pavilion – improvements to the social toilets as an interim measure until the new pavilion is constructed.
 - Gloria Pyke Sports Stadium – potential for the future expansion of the sports stadium.



- New relocated public toilet that will service the informal recreation area and playground as well as broader park users.

38. Vehicle, Bicycle and Pedestrian Movement and Parking

- Upgrading the internal road network, particularly Morgans Run to provide a southern point of access from Sinclair Road and a defined circuit route for vehicles and buses.
- A reconfigured carpark and access road along the east side of the Gloria Pyke Sports Stadium and netball courts which includes a bus drop off zone and disability parking bays.
- Upgraded internal road network with new parking precincts that support the activity areas.
- A new carpark to the east side of oval 1 once the Monahan Pavilion is relocated.
- A new carpark to north side of oval 4, with the relocation of the public toilet block.
- Formalise the gravel carpark at Alan Carter Pavilion.
- Integrate the Djerring Trail shared user path with lighting from Yarraman Station through the reserve to Bennet Street and central Dandenong.
- Maintain events areas and overflow parking.
- The poor pedestrian access from the Railway Parade and Bennet Street intersection and railway bridge crossing to be reviewed as part of the Djerring Trail Extension project.
- Ohagans Way to be retained and accessible to vehicles as required.
- New wayfinding signage.
- Development of an integrated pedestrian path network that connects the activity precincts.

39. Informal Recreation

- The provision of an informal recreation precinct with family and social gathering opportunities, including shelters, picnic and BBQ facilities, and seating.
- Replace the existing local playground with a new neighbourhood level playground.
- New family and youth activity precinct with facilities such as a full-size multi-purpose court with fusion basketball / soccer goals, rebound wall and fitness equipment.
- Integrated pedestrian path network and lighting that allows for circuit walking around the reserve.
- Increased emphasis on park amenities, picnic facilities and walking paths.

40. Events

- Events infrastructure requirements (upgrades, services, and power supply) integrated with overall park planning.
- Maintain events areas and overflow parking areas.

41. Landscape and Environment

- Reinforce that the large conservation bushland area is an important biodiversity corridor that has first nations connections as well as an environmental and education role for the community.
- Overall improvements to the landscape, tree canopy coverage and amenity for users of the reserve.



- Significant increase in landscaped open space areas and path connections in the park.
- Significant increase in tree canopy cover across the whole reserve to improve the long-term shade and cooling of the parkland to mitigate the effects of climate change.
- Recognition of the environmental and cultural history of Greaves Reserve, particularly being the location of the first community tree planting event in Victoria included as future interpretation projects.

42. Implementation Plan

- The Implementation Plan provides the guidance on both the design and construction sequence that will need to be undertaken to implement the master plan.
- The implementation of the master plan is subject to the support and funding of capital works bids as part of Council's annual budget process.
- Refer to Attachment D – Greaves Reserve Master Plan Implementation Plan August 2023.

FINAL MASTER PLAN

GREAVES RESERVE

Project overview:

Key elements of the final master plan include:

- providing more recreational activities, such as a multipurpose course and fitness equipment.
- improving the internal roads in the reserve
- adding more parking areas.
- developing more walking paths to link all areas of the reserve.
- connecting the Djerring Trail through the reserve
- improving the sporting facilities.
- renewal and updating of infrastructure throughout the reserve.
- improving the landscaping with new tree planting.
- improving park facilities with new toilets, playground, picnic facilities and seating.

Legend:

- Proposed tree canopy coverage
- Installation of new floodlighting to sports ovals 1 and 4 and netball courts
- Connecting the Djerring Trail from Eastlink through the reserve to Bennet Street and continue into central Dandenong. New lighting to be installed
- Proposed new Monahan pavilion between oval 1 and oval 2. Incorporate new public toilets and parking
- Remove existing Monahan Pavilion and introduce a new parking area in its place and connect to Poultry Pavilion
- Remove the existing roadway loop to improve vehicle circulation. Introduce new formalised car and bus parking and pedestrian paths with lighting
- Upgrade the netball courts to include 9 courts to competition standard, shelters, lighting, fencing, seats and drinking fountains
- Proposed 400m inline skate track around the perimeter of the netball courts and supporting infrastructure
- Potential for future expansion of Gloria Pyke Sports Stadium
- Formalise Morgans Run access road to improve access into the reserve
- Proposed future extension to the Alan Carter Pavilion social space. Improve seating for spectators to ovals 3 and 4
- Formalise carparking at Alan Carter Pavilion
- Remove existing toilets and construct new carpark
- Proposed new public toilets
- Upgrade existing playground to a neighbourhood level playground and introduce fitness equipment and new bbq, shelter and picnic facilities
- New outdoor multipurpose court with futsal goals
- Existing cricket nets to be removed
- 3 new synthetic cricket pitches with nets
- Overflow parking area and potential for future formalised car park
- An exterior toilet to be constructed adjacent to the Dandenong Tennis Club building
- Proposed improved pedestrian crossing on Bennet Street
- Add additional amenities such as a shelter, seats and drinking fountains to the existing dog park
- New bridge over Yarraman Creek for management and emergency vehicles
- Ohagens Way accessible to vehicles where required.
- Overflow parking area for events
- Review of the pedestrian access from the Railway Parade and Bennet Street intersection as part of the Djerring Trail extension project
- Enhancement of the reserve's biodiversity and recognition of the reserve's environmental, community tree planting and cultural history

Additional improvements:

- Electronic scoreboards to ovals 1, 2, 3 and 4
- New coaches boxes
- New oval and court fencing
- Power infrastructure upgraded in Reserve
- New wayfinding signage



Figure 2 – Final Greaves Reserve Master Plan, August 2023



Financial Implications

43. A headline figure of approximately \$31.780 million in capital expenditure would be required over time to implement this master plan. This would be subject to funding being made available through Council's annual budget process and via external sources. Adopting this report does not commit Council to this funding. A summarised breakdown of the expenditure is as follows:
- Roads, Carparking and Shared Path Network Infrastructure - \$12.525 million.
 - Recreational, Leisure and Community Facilities and Parks, Open Space and Streetscapes - \$5.145 million.
 - Building Works - \$14.110 million.
44. The building projects in the master plan are intended to be funded out of the Building Facility renewal program steered and directed by the Sports Facility Plan and Asset Renewal Program. The upgrade of the playground would be funded through the Playground Strategy Implementation Program.
45. In the 2021/22 financial year, \$100,000 was funded by Council to develop the concept and detailed design of the netball court and inline skate track precinct and the reconfiguration and upgrade of Milnes Circuit for access, carparking, bus drop off area and Morgans Run.
46. The redevelopment of Greaves Reserve will represent a significant commitment by Council over the long term. Future year costs to implement and stage the park master plan will be dependent on the inclusion of the master plan and implementation plan in Council's Long-Term Financial Plan. (Which will be considered amongst Council's competing priorities).
47. The implementation plan (Attachment D) outlines the sequential staging of the design and construction projects and associated cost estimates as a funding guide.

Community and Stakeholder Consultation

48. Extensive community and stakeholder consultation was undertaken early in the process as well as at key milestones during the project. A Project Control Group was established at the commencement of the project. The consultation process was structured to inform Councillors, receive Council officer input and to seek the views of user groups, stakeholders, and the wider community. This process ensured that all viewpoints could be assessed and responded to, alongside an understanding of Council policies and strategies.
49. For a summary refer to Attachment B – Community and Stakeholder Consultation Report for more information.

Links to the Community Vision and Council Plan

50. This report is consistent with the following principles in the Community Vision 2040:
- Education, training, entrepreneurship, and employment opportunities.
 - Sustainable environment.
 - Embrace diversity and multiculturalism.
 - Mind, body, and spirit.
 - Art and culture.



51. This report is consistent with the following strategic objectives from the Council Plan 2021-25:

- A socially connected, safe and healthy city.
- A city that respects and celebrates diversity, our history, and the arts.
- A city of accessible, vibrant centres and neighbourhoods.
- A green city committed to a sustainable future.
- A city that supports entrepreneurship, quality education and employment outcomes.
- A Council that demonstrates leadership and a commitment to investing in the community.

Legislative and Policy Obligations

52. This report has considered Council's legislative and policy obligations (where applicable) as outlined in the Report Considerations section detailed in the front of this Agenda. The applicable obligations considered and applied are:

- The Overarching Governance Principles of the *Local Government Act 2020*.
- The *Gender Equality Act 2020*.
- *Victorian Charter of Human Rights and Responsibilities 2006*.
- Climate Change and Sustainability.
- Related Council Policies, Strategies or Frameworks.

Conclusion

53. The Greaves Reserve Master Plan will enable the transformation of this highly valued and well utilised regional park as a destination for active and passive recreational pursuits and community events. The upgrading of the internal road network to improve circulation and the provision of new parking precincts to service the activity precincts will transform this reserve and allow it to fully cater to the sports, community uses and events that this reserve has the capacity to cater for.

54. The master plan integrates and connects the park facilities to create a diverse and walkable environment for the community to enjoy. The plan strengthens and supports the continued facilitation of sport at Greaves Reserve, particularly with the upgraded netball court precinct and the new centrally located Monahan sports pavilion building.

55. The introduction of a more diverse informal recreation precinct with an upgraded neighbourhood level playground, fitness equipment, multi-use court facilities, picnic, and BBQ facilities, supporting path networks, and other improved park infrastructure will support the community's access to quality open space and recreational opportunities. The planting of trees across the reserve to increase the urban forest canopy will provide long term shade, enhance the biodiversity and environmental benefits for the community.

56. The master plan has considered the long-term future of the reserve by ensuring that the sporting infrastructure caters for existing and future trends in sport and recreation. The inclusion of informal recreational and community facilities that are integrated with an enhanced landscaped environment will enrich the lives of the community.



Recommendation

That Council:

- 1. notes the Greaves Reserve Master Plan has undergone a rigorous process of community and stakeholder engagement, and that the Greaves Reserve Master Plan will respond to the long-term future requirements of the community and supports the established growth and development of the reserve for sport and passive recreational pursuits and environmental improvements; and**
- 2. adopts the Greaves Reserve, Dandenong Master Plan.**

Appendix A - Greaves Reserve - Site Context and Existing Facilities



Legend

- | | | |
|------------------------------|---|---|
| ① Alan Carter Pavilion | Dandenong Agricultural and Pastoral Society (D.A.P.S) | ⑨ Public toilet |
| ② Monahan Pavilion | ⑤ D.A.P.S Poultry Pavilion | ⑩ cricket nets |
| ③ Dandenong Tennis Club | ⑥ D.A.P.S Exhibition Pavilions | ⑪ cricket nets |
| ④ Gloria Pyke Sports Stadium | ⑦ D.A.P.S Sheep Pavilion | ⑫ playground, basketball hoop, rebound wall and fitness equipment |
| | ⑧ D.A.P.S Admin Pavilion | |

Appendix B - Greaves Reserve Master Plan – Community and Stakeholder Consultation Summary Report

Summary of Community and Stakeholder Engagement Process

Community and stakeholder consultation and engagement was a key component of developing the draft master plan. A thorough site analysis and assessment of Greaves Reserve's facilities, buildings, recreation, and environmental considerations was also undertaken. The development of the master plan occurred over four stages outlined in table 1 below:

Table 1 – Stages of the Master Plan

Community Engagement Process	Timeline
Stage 1 – Draft Revised Master Plan	
<p>Councillor Briefing 1</p> <p>Councillors briefed on the draft revised master plan and advised of the timing of the stakeholder and community consultation in early 2022.</p> <p>Due to the extended COVID lockdown and its impact on the sports clubs, stakeholders, and general community it was considered more appropriate to undertake consultation early in 2022, once the lockdown restrictions had significantly reduced and people had an opportunity to 'get back on track'.</p> <p>Early 2022 also allowed for in-person and in-park consultations to occur.</p>	11 October 2021
Stage 2 - Consultation on the Draft Master Plan	28 March to 28 April 2022
Notification posters within the park	
Information on Council's website, under 'Have Your Say,' including the online survey via Survey Monkey and social media (targeted)	
Notification letters to residents within the park catchment (4637 letters)	
<p>Facilitated meetings with all stakeholder groups – sports clubs, Dandenong Agricultural and Pastoral Society and events groups were sent an invitation to have a one-on-one meeting about the draft master plan, which included an opportunity to provide feedback</p> <p>Sports clubs and peak bodies: Dandenong West Cricket Club, Buckley Ridges Cricket Club, Dandenong Cricket Club, White Star Dandenong Football Club, South-Eastern Titans Rugby League Club, Dandenong and District Netball Association, Dandenong Football Netball Club, Dandenong Tennis Club, Skate Australia Victoria Speed (SAVS), Cricket Victoria, Netball Victoria, AFL Victoria, Southern Football Netball League, NRL Victoria</p> <p>Dandenong Agricultural and Pastoral Society</p> <p>Events - Nawroz Festival and Dandenong Valley All Holden Car Show</p>	
<p>Two Park Drop in Sessions</p> <p>Saturday 9th April and Sunday 10th April - 10.30am - 1.30pm</p>	9th and 10th April 2023
<p>Notification to the following groups:</p> <p>Council's Heritage Advisory Committee</p> <p>Bunurong Land Council and local indigenous mob, VACCA and DDACL</p> <p>Sustainability Advisory Committee</p> <p>Greater Dandenong Environment Group</p> <p>Friends of Fotheringham Reserve</p>	

Wildlife Greater Dandenong Working Group	
Stage 3 - Revised Draft Master Plan 2023	
Revised draft master plan	
Councillor Briefing 2 - Councillors briefed on the outcomes of the 2022 consultation and the revisions to the revised draft master plan.	17 April 2023
Four-week public notification and consultation period from 13 June – 15 July 2023 Information on Council's website, under the 'Have Your Say' section and posters placed in the reserve. The reserve user groups, stakeholders and community members who had previously responded to the draft master plan were also notified of updates to the master plan. Meetings were conducted with all the sporting tenants to take them through the changes to the draft master plan.	13 June – 15 July 2023
Stage 4 Final Master Plan 2023	
Development of Final Master Plan	July – August 2023
Council Meeting – Final Master Plan	13 November 2023

Stage 2 - Community and Stakeholder Consultation on the Draft Master Plan 2021

Consultation occurred on the draft master plan (figure 1) from 28 March to 28 April 2022. Various methods were used to promote and seek feedback on the draft master plan as outlined in Table 1 above. This included information on Council's website, an online survey via Survey Monkey, notification posters within the park, a letter box drop, facilitated meetings with the reserve's stakeholder groups (sports clubs, Dandenong Agricultural and Pastoral Society and events groups), feedback from peak sports and club bodies and two Park Drop-in Sessions on Saturday 9th April and Sunday 10th April 2022. Table 2 summarises the participation response levels.

Table 2: Stage 2 Participation

	Online survey	Emails/Letter Submissions	Stakeholder Meetings	Park Drop-in Sessions
Participation	117 responses	10 emails received	14 separate groups	21 people attended

COMMUNITY CONSULTATION DRAFT MASTER PLAN

GREAVES RESERVE

Attend one of the drop-in sessions at the playground to view and discuss the master plan

Drop-in session 1
Saturday 9 April
10.30am - 1.30pm

Drop-in session 2
Sunday 10 April
10.30am - 1.30pm

Project overview:
Council wants your feedback on the Greaves Reserve draft master plan.

Key elements of the draft master plan include:

- providing more informal recreational activities, such as a multi-purpose course and fitness equipment
- improving the internal roads in the reserve
- adding more parking areas
- developing more walking paths to link all areas of the reserve
- extending the Djerring Trail through the reserve
- improving the sporting facilities
- developing new infrastructure throughout the reserve
- improving the landscaping with new tree planting
- improving park facilities with new toilets, playground, picnic facilities and seating

Legend:

- Proposed tree canopy coverage
- Installation of new floodlighting to sports ovals 1 and 4 and netball courts

- 1** Extend the Djerring Trail from Eastlink through the reserve to Bennet Street and continue into central Dandenong. New lighting to be provided
- 2** Proposed new Monahan pavilion between Oval 1 and Oval 2. Incorporate new public toilets and parking
- 3** Remove existing Monahan Pavilion and introduce a new parking area in its place
- 4** Remove the existing roadway loop to improve vehicle circulation. Introduce new formalised car and bus parking and pedestrian paths with lighting
- 5** Upgrade the netball courts to include 9 courts to competition standard, shelters, lighting, fencing, seats and drinking fountains
- 6** Proposed new carparking to the north of netball courts
- 7** Potential for future expansion of Gloria Pyke Sports Stadium
- 8** Formalise Morgans Run access road to improve access into the reserve
- 9** Proposed future extension to Alan Carter Pavilion to allow for a new social space on the north east side of the pavilion
- 10** Formalise carparking at Alan Carter Pavilion
- 11** Remove existing toilets and construct new carpark
- 12** Proposed new public toilets
- 13** Upgrade existing playground to a neighbourhood level playground and introduce fitness equipment and new bbo, shelter and picnic facilities
- 14** New outdoor multipurpose court with futsal goals
- 15** Existing cricket nets to be removed and relocated
- 16** 3 new synthetic cricket pitches with nets
- 17** Overflow parking area and potential for future formalised car park
- 18** Accessible toilet to be constructed within the Dandenong Tennis Club building
- 19** Proposed signalised crossing on Bennet St
- 20** Add additional amenities such as a shelter, seats and drinking fountains to the existing dog park
- 21** New bridge over Yarraman Creek for management and emergency vehicles
- 22** Ohagans Way accessible to vehicles where required

Additional improvements:

- Electronic scoreboards to ovals 1, 2, 3 and 4
- New coaches boxes
- New oval and court fencing
- Power infrastructure upgraded in Reserve
- New wayfinding signage

Have Your Say
To view the draft master plan online and to have your say visit

greaterdandenong.vic.gov.au/greaves-reserve-masterplan-consultation

8571 1000 council@cgd.vic.gov.au Post to: Ms Jane Brodie

Coordinator Strategic, Design and Sustainability Planning
PO Box 200, Dandenong VIC 3175

Submissions close 5pm on Thursday 28 April 2022

Figure 1 - Draft master plan 2021 (consultation 28 March – 28 April 2022)

Summary of Reserve User Groups Meetings

At the commencement of the public exhibition period all stakeholder groups – sports clubs, Dandenong Agricultural and Pastoral Society (DAPS) and events groups were sent an invitation to have a one-on-one meeting about the draft master plan, which included an opportunity to provide feedback. During the meetings, groups were advised that they could submit additional feedback via the Council's 'Have Your Say' page to supplement the feedback provided during the meeting.

Facilitated consultation occurred with the following groups:

- Dandenong West Cricket Club
- Buckley Ridges Cricket Club
- Dandenong Cricket Club
- White Star Dandenong Football Club
- South-Eastern Titans Rugby League Club
- Dandenong and District Netball Association
- Dandenong Football Netball Club
- Dandenong Tennis Club
- Skate Australia Victoria Speed (SAVS)
- Cricket Victoria
- Netball Victoria
- AFL Victoria
- Southern Football Netball League
- NRL Victoria
- Dandenong Agricultural and Pastoral Society
- Nawroz Festival
- Dandenong Valley All Holden Car Show

For this stage of consultation, the groups that either declined an opportunity to meet or did not respond to their invitation to meet were Melbourne Blues Sports Club, Skate Victoria, and the organisers of Monster Trucks, the Festival of Light, and the Sri Lankan Community Festival.

Table 3 below provides a summary of the feedback received from the consultation. In general, the stakeholders supported the directions of the draft master plan. Suggestions and comments were provided by the stakeholders which are responded to in the table below.

Table 3: Stakeholder Meetings Summary

Association	Comments	Officer Response
Dandenong West Cricket Club	<p><i>Support the directions of the draft master plan</i></p> <p><u>Areas of Support</u></p> <p>New Monahan Pavilion, new cricket practice nets for Oval 1, traffic and carparking proposals, new/ upgraded play space and activity area, and removal of the large public toilet block.</p> <p><u>Directions Not Supported</u></p> <p>Nil</p> <p><u>Suggestions / Comments</u></p> <p>Future design of the Monahan Pavilion and maintenance new cricket practice nets entry to be from the south</p>	<p>A separate future consultation process will occur on the pavilion design when the project is funded by Council.</p> <p>Entry to cricket nets will be from the south</p>
Buckley Ridges Cricket Club	<p><i>Support the directions of the draft master plan</i></p> <p><u>Areas of Support</u></p> <p>Expansion of the Alan Carter Pavilion social room,</p>	<p>Improvements to the oval interface at oval 4 for spectator viewing</p>

	<p>The traffic and carparking proposals, particularly the downgrading of Ohagans Way to improve spectator opportunities along the eastern side of Oval 4.</p> <p><u>Directions Not Supported</u></p> <p>Nil</p> <p><u>Suggestions / Comments</u></p> <p>Level change between Alan Carter Pavilion and oval 4 makes watching sport difficult</p> <p>Additional under cover seating requested</p> <p>The three lane cricket practice nets adjacent to Oval 3 will accommodate the Club's present needs</p>	<p>and additional undercover seating are subject to detailed design and the staged future funding of capital improvement projects.</p>
Dandenong Cricket Club	<p><i>Support the directions of the draft master plan</i></p> <p><u>Areas of Support</u></p> <p>New Monahan Pavilion and the new cricket practice nets for Oval 1.</p> <p><u>Directions Not Supported</u></p> <p>Nil</p> <p><u>Suggestions / Comments</u></p> <p>Additional shade and shelter to the area south of Oval 4</p>	<p>Tree planting for shade is included as a direction in the master plan and subject to future funding.</p> <p>A picnic shelter to the area south of oval 4 for shade is subject to detailed design and the staged future funding of capital improvement projects.</p>
Cricket Victoria	<p><i>Support the directions of the draft master plan</i></p> <p><u>Areas of Support</u></p> <p>Car parks for each sporting precinct, and new chain mesh fencing around the ovals.</p> <p><u>Directions Not Supported</u></p> <p>Nil</p> <p><u>Suggestions / Comments</u></p> <p>Future need to extend high fencing near carpark areas to protect cars from cricket balls</p> <p>Functional requirements for the new cricket practice nets</p>	<p>The technical requirements of the fencing and the cricket practice nets will be included in the detailed design and delivery of each project.</p> <p>These projects are subject to the staged future funding of capital improvement projects.</p>
White Star Dandenong Football Club	<p><i>Support the directions of the draft master plan (Written submission also received, of which the key points included below)</i></p> <p><u>Areas of Support</u></p> <p>New chain mesh fencing around Oval 3, 3- to 4-metre-high fencing behind the soccer goals, expansion of the Alan Carter Pavilion social room, new floodlighting for Oval 4, new player benches and digital scoreboards for Ovals 3 and 4, traffic and carparking proposals and the new/ upgraded play space and activity area.</p> <p><u>Directions Not Supported</u></p> <p>Nil</p> <p><u>Suggestions / Comments</u></p> <p>Alan Carter Pavilion improvements</p> <p>Additional external storage</p> <p>Additional spectator areas to north / east sides of oval 3</p> <p>Improvements to the undercover social and canteen area facing the eastern competition pitch of Oval 3.</p>	<p>Amenity and interface improvements to the Alan Carter Pavilion and oval 3 are included in the revised master plan.</p> <p>The Alan Carter Pavilion improvements and additional spectator viewing areas are separate projects and are subject to the staged future funding of capital improvement projects.</p>
Football Victoria	<p><i>Support the directions of the draft master plan</i></p> <p><u>Areas of Support</u></p> <p>Support all proposed improvements to the soccer facilities. They advised that Football Victoria is requiring all clubs to improve the standard and delivery of soccer</p>	<p>Supported</p>

	<p>participation programs, and that the World Game funding program is likely to be renewed/ continued.</p> <p><u>Directions Not Supported</u></p> <p>Nil</p>	
South-Eastern Titans Rugby League Club	<p><i>Support the directions of the draft master plan</i></p> <p><u>Areas of Support</u></p> <p>Expansion of the Alan Carter Pavilion social room, general improvements to Oval 4 (digital scoreboard, fencing, player benches, flood lighting), traffic and carparking proposals, the new/ upgraded play space and activity area and removal of the large public toilet block.</p> <p><u>Directions Not Supported</u></p> <p>Nil</p> <p><u>Suggestions / Comments</u></p> <p>Condition of the main reserve internal road needs improvement, particularly road lighting and the height of the speed humps.</p>	<p>Improvements to the road network are an important initiative of the master plan. The detailed design and delivery of this project is subject to the staged future funding of capital improvement projects.</p>
NRL Victoria	<p><i>Support the directions of the draft master plan</i></p> <p><u>Areas of Support</u></p> <p>Expansion of the Alan Carter Pavilion social room, general improvements to Ovals 3 and 4 (digital scoreboard, fencing and flood lighting) and traffic and carparking proposals.</p> <p><u>Directions Not Supported</u></p> <p>Nil</p> <p><u>Suggestions / Comments</u></p> <p>Car parking requirements for large match days with multiple sports being played.</p> <p>Note that the technical requirements for the fencing clearance for the in-goal area for rugby league is larger than the soccer requirements.</p> <p>Seating locations</p>	<p>Improvements to the road network and establishing parking precincts are important initiatives of the master plan. The technical requirements of the fencing will be included in the detailed design. his project is subject to the staged future funding of capital improvement projects. Additional seating opportunities will be included in the revised master plan.</p>
Dandenong and District Netball Association	<p><i>Support the directions of the draft master plan (Written submission also received, of which the key points included below)</i></p> <p><u>Areas of Support</u></p> <p>Reduction of the number of outdoor netball courts from 12 courts to 9 courts to achieve compliance, floodlights, the new shelters, the traffic and parking proposals, new/ upgraded landscaping along the eastern courts, new walking paths throughout the reserve, including strengthening the Djerring Trail.</p> <p><u>Directions Not Supported</u></p> <p>Nil</p> <p><u>Suggestions / Comments</u></p> <p>Technical requirements for the netball court layout, lighting, court surface</p> <p>Accept that netball posts should be removable and that the surface can be asphalted to improve the flexibility of the outdoor courts for different uses</p>	<p>Asphalt will be the netball court surface</p> <p>Netball posts will be removable.</p> <p>The technical requirements of the netball court area will be included in the detailed design and delivery of the project. This project is subject to the staged future funding of capital improvement projects and opportunities to apply for grant funding.</p>
Netball Victoria	<p><i>Support the directions of the draft master plan</i></p> <p>Netball Victoria supports all proposed improvements to the netball facilities, particularly the circulation space around and through the courts, and the new shelters. It</p>	<p>Supported</p>

	advised that a minimum of 10 courts (indoor and/or outdoor) are required to hosts regional tournaments, and the new layout plan will achieve that.	
Dandenong Football Netball Club	<p><i>Support the directions of the draft master plan</i></p> <p><u>Areas of Support</u></p> <p>new Monahan Pavilion, the general improvements to Oval 1 (digital scoreboard, fencing, player benches), the traffic and parking proposals, new/ upgraded play space and activity area, and removal of the large public toilet block.</p> <p><u>Directions Not Supported</u></p> <p>Nil</p>	Supported
Dandenong Tennis Club	<p><i>Support the directions of the draft master plan</i></p> <p><u>Areas of Support</u></p> <p>the traffic and parking proposals, new/ upgraded play space and activity area, and removal of the large public toilet block.</p> <p><u>Directions Not Supported</u></p> <p>Nil</p> <p><u>Suggestions / Comments</u></p> <p>Tennis club building maintenance and improvements that address DDA access</p> <p>Retention of a hit-up wall with any upgrade of the adjacent play space and activity area.</p>	<p>Hit up wall will be retained.</p> <p>Any future upgrade of the hit-up wall is subject to the staged future funding of capital improvement projects</p> <p>Building maintenance and DDA improvements are noted.</p>
Skate Australia Victoria Speed (SAVS)	<p><i>(Written submission also received, of which the key points included below)</i></p> <p><u>Directions Not Supported</u></p> <p>The key constraints to SAVS from the proposed redevelopment of the outdoor netball court area are:</p> <ul style="list-style-type: none"> • Reduced total area of the asphalt hardstand area. • Shelters, seats, and floodlights will become obstructions. • Different surface types – acrylic, concrete, asphalt – SAVS courses need to be a uniform surface type. <p><u>Suggestions / Comments</u></p> <p>Review the option to retain an asphalt track around the perimeter of the netball courts (400m) considering the technical and safety requirements of SAVS and netball.</p>	<p>A detailed design review of the netball court precinct which considers the infrastructure requirements of the netball courts, a 400m separate asphalt track around the perimeter of the netball courts and revisions to the car parking in the precinct will be undertaken in response to this feedback.</p> <p>An updated layout will be included in the revised draft master plan.</p>
Dandenong Agricultural and Pastoral Society (DAPS)	<p><i>Support the directions of the draft master plan</i></p> <p><u>Areas of Support</u></p> <p>New Monahan Pavilion, the traffic and parking proposals, new/ upgraded play space and activity area, and removal of the large public toilet block.</p> <p><u>Directions Not Supported</u></p> <p>The location of the new cricket practice nets for Oval 1 will obstruct vehicle access to the Poultry Pavilion for cars and trailers which is required by two poultry clubs, a pigeon club, a canary club, and a dog obedience club.</p> <p><u>Suggestions / Comments</u></p>	<p>The revised master plan has relocated the location of the cricket nets to accommodate the access road and parking to the poultry sheds.</p>

	Building maintenance requirements – power and plumbing services. Events and show infrastructure – vehicle / truck access provided to west side of Gloria Pyke Sports Stadium. Improvements to the bushland area around Mile Creek and Yarraman Creek.	
Nawroz Festival	<u>Areas of Support</u> Additional tree planting, pedestrian path network, and car parks <u>Directions Not Supported</u> Nil <u>Suggestions</u> Additional shade and shelter Improvements to the events infrastructure within the reserve to cater for large events over 5000 people	Shade and shelter, especially tree planting will be included in the revised master plan. Events infrastructure requirements (upgrades, services, and power supply) is integrated with the overall park planning
Dandenong Valley All Holden Car Show	<u>Directions Not Supported</u> Concerns relate to the outdoor netball court area and the reduction in the hardstand area for events and infrastructure such as lights and shelters impacting on events. <u>Suggestions</u> Hard stand areas for events and improvements to the events infrastructure	The netball court area has been designed to accommodate events and other activities. The supporting infrastructure such as shelters is relocatable.

Summary of Online Survey Responses

What is your connection to Greaves Reserve? and How do you travel to Greaves Reserve?

The majority (100) of the 117 people who responded to the online survey had an association with one of the sports clubs at the reserve.

The other main group of respondents were casual visitors to the park.

The majority of people who visit Greaves Reserve come by car (100).

There was a fairly even proportion of the community who either walked or came by bike.

Of those who arrived by bus, these were mainly people associated with the sporting clubs.

Demographics

Of the 117 respondents, there was a broad distribution of age groups and genders who participated in the survey. This result has allowed us to hear a range of opinions and informative feedback on the draft master plan.

Female -60.5%

Male -46.8%

No Response – 1.8%

18 and under – 3.5%

19-30 years – 17.7%

31-50 years – 50.4%

51-70 years – 28.3%

Do you support the draft master plan for Greaves Reserve?

- Yes – 52 responses (44.45%)
- Mostly – 37 responses (31.62%)
- No – 28 responses (23.93%)

In general, the proposed objectives and directions of the draft master plan were supported by most respondents. Of the 52 'Yes' responses, 50 of these were from the community. The primary areas of support were aligned with the master plan objectives of diversifying the activity precincts, especially around informal recreation opportunities for families and children, outdoor netball court improvements and park amenities.

Of the 'Mostly' respondents, the majority of these (24 no.) were received from the SAVS members. The other respondents who 'Mostly' support the draft master plan (12 no.) were received from a cross section of the reserve's user groups and community. Most of the 'No' responses (26 no.) were also received from the SAVS members. The key issues raised by the 'Mostly' or 'No' respondents were focused on single topic concerns, which are addressed separately in this report.

What do you like about the plan?

As summarised in table 4 below, there was strong support for all the proposals. This included an important level of support for the proposed improvements to the outdoor netball courts and the upgrade of the car parking at the netball court area. General improvements to the park amenities and infrastructure were also identified as important to allow for walking, picnics, and social gatherings. Comments in support of the draft master plan included:

- *I like the way it addresses all aspects of the area that need upgrading to allow for greater use for a range of activities.*
- *The whole area, including outdoor netball courts and toilet facilities need an urgent upgrade. This will support local sports teams and encourage school students to join clubs and participate actively in the community.*
- *Kid friendly & once all done it will be nice to take family for BBQ*
- *We really like; proposed playground space, updates to public amenities, Morgans Run linking around to the south end of Oval 3.*
- *The whole area, including outdoor netball courts and toilet facilities need an urgent upgrade.*
- *This will support local sports teams and encourage school students to join clubs and participate actively in the community.*
- *Omg finally an upgrade to bring Dandenong in line with all their counterparts. Can't wait to see the finished result.*
- *Finally it's great to see some money being spent on the netball courts. Having had my children play there it was embarrassing to compare our courts with other clubs!*
- *the outdoor netball courts that will have lighting as well, so night netball can be played outside*
- *It includes lots of good updates and better parking and facilities for people who play sport there*
- *Moving the Clubrooms to a more central position near the sporting ovals*

Table 4: Summary of 'Like' comments

Summary of like comment topics from online survey	Number of Comments
Outdoor netball court improvements	22
All the proposals	14
Upgrade to netball court carpark area	7
Upgrades to outdoor facilities	3
Extra parking areas	3
New playground space	2
Morgans Run - road link improvements	2
Park amenity improvements – picnic facilities / family uses	2
Djerring Trail extension	2
Gloria Pyke Pavilion potential expansion	2
Updates to public amenities	1
Public toilet facilities upgrades	1
Lighting improvements	1
New bridge over Yarraman Creek	1
New Monahan Pavilion centrally located	1

What ideas can be improved in the draft master plan?

Table 5 below is a summary of the suggested improvements from both the online survey responses, emails received and the two park drop-in sessions.

Note, that the White Star Dandenong Football Club, Dandenong Tennis Club, SAVS, netball, and DAPS provided the same comments as per the stakeholder meetings and their comments have been included in table 3.

Table 5: Summary of suggested improvements

Ideas Suggested	Officer Response
Additional synthetic sports surface	The proposed multipurpose court is a hardcourt, not a synthetic surface. This multipurpose court in the informal recreation activity precinct will provide additional informal recreational facilities for the community to use. The hardcourt surface provides more flexibility of use and is preferred for long term maintenance. The detailed design and delivery of this project is subject to the staged future funding of capital improvement projects.
Additional car parking for large events	Included as overflow parking areas in the final master plan
Extra walking loop paths and seating around reserve	Include in final master plan
Internal road to be used as cycle connection	The master plan includes the Djerring Trail extension and improved path connections.
Informal pedestrian paths and wayfinding through woodland	Include in final master plan
Different surface for netball courts that is suited to the Dandenong Show (not acrylic)	Asphalt will be the netball court surface
Pedestrian access from Railway Parade via Jones Road/Bennet Street to Greaves Reserve to be improved. Dandenong West residential area to the	Include as recommendation in final master plan.

north of Railway Parade has limited path connections to access the reserve, particularly due to the bridge and ramped roads having limited pedestrian paths.	Requirement to improve the pedestrian access from Railway Parade over the Bennet Street bridge is included in Djerring Trail and intersection design.
Vehicle and pedestrian circulation separate to access DAPS buildings	Include in final master plan. Improved path connections and parking precincts will assist in separating pedestrians and vehicles.
Upgrade playground, picnic areas, shelters	Include in final master plan
More gaps included in the park fences for pedestrians to walk more freely	Include in final master plan
Dog water bowl taps at dog park area	Access to water supply infrastructure to be investigated
Dog off leash area to be fully enclosed	The dog off leash area will remain as an open area. If there is a future conflict of use, then a review would occur to assess options for managing the dog of leash park.
Improve the pedestrian path from Yarraman Station to Greaves Reserve	Include in final master plan as overall improvements to pedestrian connections and safety within and to the reserve. The design and delivery of this project is subject to the staged future funding of capital improvement projects.
Gloria Pyke Pavilion - maintenance issues	Include in final master plan

Table 6 below is a summary of the feedback from the Friends of Fotheringham Reserve.

Table 6: Feedback from Friends of Fotheringham Reserve

Issues and Ideas Suggested	Officer Response
The Yarraman Creek walking trail that runs from Alexander Ave to Lorraine Street in Fotheringham Reserve should be extended to Railway Pde and through to Greaves Reserve to create connectivity along Yarraman Creek and Mile Creek and linking to Dandenong Creek.	The opportunity to investigate a future path connection through Fotheringham Reserve is supported and would be considered when a future concept plan for Fotheringham Reserve is prepared.
Provision of direct pedestrian access from Dandenong West to Greaves Reserve across Railway Parade and the railway line to make it accessible and a walkable distance to residents. The nearest access points are Yarraman Station and the Jones Rd overpass. Families like to walk or cycle to the local playgrounds and picnic facilities. The overpass is difficult and unsafe to cross for families and children, and the narrow footpath in Bennett St is not user friendly or particularly safe.	Include as recommendation in the final master plan. Requirement to improve the pedestrian access from Railway Parade over the Bennet Street bridge is included in Djerring Trail and intersection design.
The grid plantings of eucalypts at the rear of the pavilions and along Yarraman Creek should be retained as a tribute to earlier days with additional signage. Alongside the stockyard loading ramp there could be signage to acknowledge the Dandenong Valley Authority, and the actual plantings by Dandenong school kids, circa 1960 with the slogan "Dandenong You Can Do It". There is also the role of Alex Wilkie in establishing the Natural Resources	The provision of information on the history of Greaves Reserve's tree plantings and conservation activities undertaken by the community is appreciated. There is an opportunity to acknowledge this historical story through an interpretation project at the reserve.

Conservation League nursery in Springvale, promoting native trees, and motivating local community tree plantings which could be acknowledged.	The design and delivery of this project is subject to the staged future funding of capital improvement projects.
Retention of central avenue of pine trees as a feature of the reserve.	The staged implementation of the master plan would undertake arboriculture and environmental assessments of the trees as part of a project process. The objective of the master plan is to increase tree canopy or replace trees where the situation is required.
New tree plantings should reflect the indigenous vegetation suited to the area.	Supported
There are erosion issues along Yarraman Creek and the rubbish in Mile Creek is unsightly and an environmental problem that requires addressing.	This is a separate issue that requires liaison between Council and Melbourne Water

It should be noted that the groups that did not respond to the separate emails inviting them to provide input into the Greaves Reserve Master Plan process were Council's Heritage Advisory Committee, the Bunurong Land Council and local indigenous mob, VACCA (Victorian Aboriginal Child Care Agency) and DDACL, the Sustainability Advisory Committee, Greater Dandenong Environment Group and Wildlife Greater Dandenong Working Group.

Summary of key issues raised from all consultation (do not support / mostly support)

The main collective voice who 'did not support' or 'mostly supported' the draft master plan was from members of the SAVS – Skate Australia Victoria Speed (inline skating). Their main concern was that the proposed changes to the netball court layout and carpark improvements did not sufficiently accommodate the layout of an inline skating track (400m) around the perimeter of the netball courts.

The other issues raised were:

- Improving pedestrian access to the park from Bennet Street / Railway Parade
- Increasing the pedestrian path networks
- Improvements to the park amenities and facilities
- Changing the location of the cricket practice nets next to oval 1 to ensure that the existing vehicle access to the poultry pavilion will not be obstructed.
- Improvements to the oval 3 interface with the Alan Carter Pavilion and more viewing areas.
- Some pavilion maintenance and DDA issues to be addressed at Gloria Pyke Pavilion and the Dandenong Tennis Club buildings.

Stage 3 - Revised Draft Master Plan 2023

In response to the key issues and ideas that were raised during the 28 March to 28 April 2022 consultation and engagement, the draft master plan was reviewed and revised. Refer to figure 3.

In summary the key changes to the revised draft master plan were:

- The area around the perimeter of the netball courts now includes the 400m inline skating track and the associated technical requirements.
- A reconfigured carpark and access road along the east side of the netball courts which includes a bus drop off zone and disability parking bays.
- The proposed cricket nets near the poultry sheds have been relocated to accommodate the access road and parking needs.

- The poor pedestrian access from the Railway Parade and Bennet Street intersection and railway bridge crossing to be reviewed as part of the Djerring Trail Extension project.
- Amenity and interface improvements to Alan Carter Pavilion and oval 3
- Increased emphasis on park amenities, picnic facilities and walking paths
- Increasing the tree canopy and the reserve's strategic biodiversity role



Figure 3 – Revised draft master plan (consultation - 13 June – 15 July 2023)

Consultation on the revised draft master plan 2023

Consultation on the revised draft master plan occurred over a four-week period from 13 June – 15 July 2023. Information was placed on Council's website, under the 'Have Your Say' and posters were also placed in the reserve. The reserve user groups, stakeholders and community members who had previously responded to the draft master plan were also notified of updates to the master plan. Meetings were also conducted with all the sporting tenants to take them through the changes to the draft master plan.

1. As summarised in table 7 below, there was overriding support for the final draft master plan.

Table 7 Summary of feedback

Association	Comments	Officer Response
Dandenong West Cricket Club	<p><i>Support the directions of the revised draft master plan</i></p> <p><u>Directions Not Supported</u> do not support the location of the proposed nets next to the existing pavilion.</p> <p><u>Suggestions / Comments</u> Propose that the cricket nets be located in-between ovals 1 and 2, where the old nets were located.</p>	<p>Supported</p> <p>The cricket nets will be relocated between ovals 1 and 2.</p> <p>The design and delivery of this project is subject to the staged future funding of capital improvement projects.</p>
White Star Dandenong Football Club	<p><i>Support the directions of the revised draft master plan</i></p> <p><u>Areas of Support</u> Coaches' boxes, fencing and scoreboards</p> <p><u>Suggestions / Comments</u> Social space to oval 3 needed or an extended awning to allow spectator viewing under cover.</p>	<p>Supported</p> <p>The design and delivery of this project is subject to the staged future funding of capital improvement projects.</p>
Dandenong and District Netball Association	<p><i>Support the directions of the revised draft master plan</i></p> <p><i>The Dandenong and District Netball Association looks forward to the next phase and commends the City of Greater Dandenong for developing the Greaves Reserve Master Plan.</i></p> <p><u>Suggestions / Comments</u> Request for consultation during the future detailed design of the netball courts and infrastructure.</p>	<p>Supported</p> <p>The design and delivery of this project is subject to the staged future funding of capital improvement projects.</p>
Dandenong Football Netball Club	<p><i>Support the directions of the final draft master plan</i></p> <p><u>Suggestions / Comments</u> Request that the social toilets are renewed as they are tired and uninviting.</p>	<p>Supported</p>
Netball Victoria	<p><i>Support the directions of the final draft master plan</i></p> <p><i>We applaud Council on the ongoing consultation process for this important venue, which continues to sit as a priority project for Netball Victoria and the local netball community.</i></p> <p><u>Suggestions / Comments</u> Further technical refinement of the netball court and inline skate corner pinch points</p>	<p>Supported</p> <p>The design, including consultation and delivery of this project is subject to the staged future funding of capital improvement projects.</p>
Dandenong Tennis Club	<p><i>Support the directions of the revised draft master plan</i></p>	<p>Supported</p>

	<u>Suggestions / Comments</u> Renewal of the 'tired' unisex toilets and accessible change room within the tennis pavilion Provision of an externally accessible toilet to allow for more inclusive and female friendly use of the facility via the Book a Court system, when the pavilion is closed.	The design and delivery of this project is subject to the future funding of capital improvement projects.
Skate Australia Victoria Speed (SAVS)	<i>Support the directions of the revised draft master plan</i> <u>Suggestions / Comments</u> Floodlighting to the 400m skate track to allow for evening training Storage facility Request for consultation during the future detailed design of the skate track	Supported The design and delivery of this project is subject to the staged future funding of capital improvement projects.
Community Group – Te Wero Ki Poipiri	<i>Support the directions of the revised draft master plan</i> Community group have cultural activities and hire the Gloria Pyke Pavilion and sports ovals	Comment of support noted
Friends of Fotheringham Reserve	Additional references provided on the history of the first community tree planting in Victoria being conducted at Greaves Reserve on 15 July 1944. There should be some recognition of this.	Supported The provision of information on the history of Greaves Reserve's tree plantings and conservation activities undertaken by the community is appreciated. There is an opportunity to acknowledge this historical story through an interpretation project at the reserve.
Community member	<i>Support the directions of the final draft master plan</i> <u>Suggestions / Comments</u> Further detailed design is required on the Djerring Trail extension, carpark designs, traffic management and pedestrian crossing points Provision of bike parking	Supported Detailed civil design of the road network, car parking, bike parking and pedestrian infrastructure would occur as a future capital improvement project, subject to available funding.

Stage 4 - Final Master Plan

2. The final Greaves Reserve Master Plan is the exhibited revised Master Plan (13 June – 15 July 2023) with the inclusion of four key design revisions that were an outcome of the stage 3 consultation. Aside from the four revisions there was overriding support for the master plan. Refer to figure 4 for the final master plan.
3. The four key design revisions to the final master plan are:
 - a. the relocation of the cricket nets from being next to the poultry pavilion to the area in-between ovals 1 and 2.
 - b. Floodlighting to the 400m skate track to allow for evening training included in the netball court and skate track area.
 - c. The history of Greaves Reserve's first community tree planting in Victoria and other cultural history included as future interpretation projects.
 - d. Improvements to the toilet facilities at the Dandenong Tennis Club and social toilets at Monahan Pavilion.
4. The framework for the master plan is based on the following.
 - a. development of precinct-based active and passive recreation facilities
 - b. the diversification of the activity precincts (sports, informal recreation, and conservation) to encourage broader user groups to visit the reserve
 - c. upgrading the internal road network to improve circulation
 - d. providing new parking precincts to service the activity precincts
 - e. creation of an integrated pedestrian path network
 - f. improvements to sports infrastructure and facilities
 - g. increasing the tree canopy and the reserve's strategic biodiversity role

FINAL MASTER PLAN

GREAVES RESERVE



Project overview:

Key elements of the final master plan include:

- providing more recreational activities, such as a multipurpose course and fitness equipment.
- improving the internal roads in the reserve
- adding more parking areas.
- developing more walking paths to link all areas of the reserve.
- connecting the Djerring Trail through the reserve
- improving the sporting facilities.
- renewal and updating of infrastructure throughout the reserve.
- improving the landscaping with new tree planting.
- improving park facilities with new toilets, playground, picnic facilities and seating.

Legend:

- Proposed tree canopy coverage
- Installation of new floodlighting to sports ovals 1 and 4 and netball courts
- 1** Connecting the Djerring Trail from Eastlink through the reserve to Bennet Street and continue into central Dandenong. New lighting to be installed
- 2** Proposed new Monahan pavilion between oval 1 and oval 2. Incorporate new public toilets and parking
- 3** Remove existing Monahan Pavilion and introduce a new parking area in its place and connect to Poultry Pavilion
- 4** Remove the existing roadway loop to improve vehicle circulation. Introduce new formalised car and bus parking and pedestrian paths with lighting
- 5** Upgrade the netball courts to include 9 courts to competition standard, shelters, lighting, fencing, seats and drinking fountains
- 6** Proposed 400m inline skate track around the perimeter of the netball courts and supporting infrastructure
- 7** Potential for future expansion of Gloria Pyke Sports Stadium
- 8** Formalise Morgans Run access road to improve access into the reserve
- 9** Proposed future extension to the Alan Carter Pavilion social space. Improve seating for spectators to ovals 3 and 4
- 10** Formalise carparking at Alan Carter Pavilion
- 11** Remove existing toilets and construct new carpark
- 12** Proposed new public toilets
- 13** Upgrade existing playground to a neighbourhood level playground and introduce fitness equipment and new bbq, shelter and picnic facilities
- 14** New outdoor multipurpose court with futsal goals
- 15** Existing cricket nets to be removed
- 16** 3 new synthetic cricket pitches with nets
- 17** Overflow parking area and potential for future formalised car park
- 18** An exterior toilet to be constructed adjacent to the Dandenong Tennis Club building
- 19** Proposed improved pedestrian crossing on Bennet Street
- 20** Add additional amenities such as a shelter, seats and drinking fountains to the existing dog park
- 21** New bridge over Yarraman Creek for management and emergency vehicles
- 22** Ohagans Way accessible to vehicles where required.
- 23** Overflow parking area for events
- 24** Review of the pedestrian access from the Railway Parade and Bennet Street intersection as part of the Djerring Trail extension project
- 25** Enhancement of the reserve's biodiversity and recognition of the reserve's environmental, community tree planting and cultural history

Additional improvements:

- Electronic scoreboards to ovals 1, 2, 3 and 4
- New coaches boxes
- New oval and court fencing
- Power infrastructure upgraded in Reserve
- New wayfinding signage



GREAVES RESERVE, DANDENONG - FINAL MASTER PLAN
Implementation Plan and OPC
August 2023

The Opinion of Probable Cost is a guide only for the preparation of CIP projects as outlined below.
The final cost is subject to detailed design, OPC and quotations for each project.

ITEM NO.	PROJECT NAME	PRIORITY (years) High (1-5) Medium (6-9) Low (10 plus)	OPINION OF PROBABLE COST (current net value August 2023)
	OPEN SPACE AND COMMUNITY INFRASTRUCTURE IMPROVEMENTS		
	Roads, Car Parking and Shared Path Network Infrastructure		
1	Netball Courts and Inline Skate Precinct and realignment and upgrade of the internal circuit road, carpark and bus drop off area for Morgans Run and Milnes Circuit DESIGN	High	
2	Netball Courts and Inline Skate Precinct and realignment and upgrade of the internal circuit road, carpark and bus drop off area for Milnes Circuit CONSTRUCTION STAGE 1	High	\$5,000,000.00
3	Inline Skate track - lighting to perimeter of track DESIGN AND CONSTRUCTION	High	\$470,000.00
4	Morgans Run CONSTRUCTION STAGE 2	High	\$1,000,000.00
	Sub-total		\$6,470,000.00
5	Alan Carter Pavilion carpark upgrade - Detailed design	High	\$50,000.00
6	Alan Carter Pavilion carpark upgrade Construction	Medium	\$500,000.00
	Sub-total Alan Carter carpark		\$550,000.00
7	Djerring Trail Extension - north side of Attenborough Street and New carpark - northern end of oval 4 - concept design	High	\$120,000.00
8	Djerring Trail Extension - north side of Attenborough Street and new carpark - northern end of oval 4 - Construction	Medium	\$1,250,000.00
9	Djerring Trail Extension - north side of Attenborough Street and New carpark - northern end of oval 4 - Construction	Medium	\$1,250,000.00
	Sub-total Djerring Trail		\$2,620,000.00

10	New carpark on the north side of oval 4 - Concept Design (location of existing toilet block) once toilet block is removed.	High	\$30,000.00
11	New carpark on the north side of oval 4 - Construction of the new carpark once toilet block is removed.	High	\$300,000.00
	Sub-total new carpark oval 4		\$330,000.00
12	New carpark - eastern side of Oval 1 after demolition of Monahan Pavilion - concept design	Medium	\$40,000.00
13	New carpark - eastern side of Oval 1 after demolition of Monahan Pavilion - Construction	Medium	\$300,000.00
	Sub-total new cark Monahan Pavilion		\$340,000.00
14	New Monahan Sports Pavilion carpark - Construction	Medium	\$550,000.00
	Sub-total Monahan Pavilion carpark		\$550,000.00
15	Pedestrian Path (new) - North side of Follet Drive DESIGN AND CONSTRUCTION	Medium	\$125,000.00
	Sub-total		\$125,000.00
16	New bridge over Yarraman Creek - concept design	Low	\$40,000.00
17	New bridge over Yarraman Creek - Construction	Low	\$1,500,000.00
	Sub-total bridge		\$1,540,000.00
	Sub-total Roads, Car Parking and Shared Path Network Infrastructure		\$12,525,000.00
	Recreational, Leisure and Community Facilities		
18	Netball Courts - New relocatable shelters	High	\$50,000.00
	Sub-total Netball		\$50,000.00
19	Cricket nets relocation	Medium	\$330,000.00
	Sub-total Cricket Nets		\$330,000.00
20	Oval 1 - New Floodlighting - Design	High	\$10,000.00
21	Oval 1 - New Floodlighting - Construction	High	\$350,000.00
22	Oval 1 - Electronic Scoreboard (new) and Disposal of manual scoreboard & storage	Low	\$95,000.00
23	Oval 1 - New Coaches boxes (x2)	High	\$30,000.00
24	Oval 1 - New Chain mesh (~1m) fencing around oval perimeter	Low	\$70,000.00
25	Oval 1 - New High fencing behind goals (both ends)	Low	\$50,000.00
	Sub-total Oval 1		\$605,000.00
26	Oval 2 - Electronic Scoreboard (upgrade and renewal)	Low	\$75,000.00
27	Oval 2 - New Coaches boxes (x2)	High	\$30,000.00
28	Oval 2 - Renewal of Chain mesh (~1m) fencing around oval perimeter	Low	\$70,000.00
29	Oval 2 - New High fencing behind goals (both ends)	Low	\$50,000.00
	Sub-total Oval 2		\$225,000.00
30	Oval 3 - Electronic Scoreboard (new)	Low	\$75,000.00
31	Oval 3 - New Coaches boxes (x4)	High	\$40,000.00
32	Oval 3 - New Chain mesh (~1m) fencing around oval perimeter	High	\$70,000.00
33	Oval 3 - New High fencing behind goals (north ends)	High	\$50,000.00
34	Oval 3 - New High fencing behind goals (South ends)	Medium	\$50,000.00
	Sub-total Oval 3		\$285,000.00

35	Oval 4 - New Floodlighting - Design	High	\$10,000.00
36	Oval 4 - New Floodlighting - Construction	High	\$350,000.00
37	Oval 4 - Electronic Scoreboard (new)	Low	\$75,000.00
38	Oval 4 - New Coaches boxes (x4)	High	\$60,000.00
39	Oval 4 - New Chain mesh (~1m) fencing around oval perimeter	High	\$70,000.00
	Sub-total Oval 4		\$565,000.00
40	Wayfinding signage strategy (vehicle and pedestrian) - Design	Medium	\$75,000.00
41	Wayfinding signage strategy (vehicle and pedestrian) - Construction	Medium	\$200,000.00
	Sub-total Wayfinding Signage		\$275,000.00
42	Landscape Design to interface of Gloria Pyke Pavilion, Netball Courts, Inline Skate Circuit and pathways DESIGN AND CONSTRUCT	High	\$250,000.00
	Sub-total Netball precinct landscape interface		\$250,000.00
43	Neighbourhood Playground and Picnic Precinct DESIGN AND CONSTRUCT	High	\$300,000.00
	Sub-total playground precinct		\$300,000.00
44	Fitness and Exercise Zone – Design and Construction	High	\$300,000.00
	Sub-total fitness area		\$300,000.00
45	Full size multi purpose court, two tennis half courts with central rebound wall, shelter, bbq, pedestrian paths, landscaping and park furniture DESIGN	High	\$60,000.00
46	Full size multi purpose court, two tennis half courts with central rebound wall, shelter, bbq, pedestrian paths, landscaping and park furniture CONSTRUCTION	High	\$700,000.00
	Sub-total multi courts area		\$760,000.00
47	Northern Dog Park Infrastructure improvements	Medium	\$100,000.00
	Sub-total dog park		\$100,000.00
48	Bushland Area Enhancement	Medium	\$200,000.00
49	Bushland Area - Interpretative Signage Design and implementation	Medium	\$100,000.00
	Sub-total Bushland		\$300,000.00
50	Alan Carter Pavilion and oval 3 precinct landscape and amenity improvements DESIGN AND CONSTRUCTION	Medium	\$200,000.00
	Sub-total		\$200,000.00
51	Pedestrian Path Network - Oval 2 pedestrian path circuit DESIGN AND CONSTRUCTION	Medium	\$150,000.00
	Sub-total		\$150,000.00
52	Park Furniture (Park Amenities)	Medium	\$100,000.00
	Sub-total Park Furniture		\$100,000.00
53	Landscape Works (Urban Forest tree planting)	High	\$100,000.00

54	Landscape Works (Urban Forest tree planting)		
		High	\$250,000.00
	Sub-total Landscape		\$350,000.00
	Sub-total Recreational, Leisure and Community Facilities & Parks, Open Space and Streetscapes		\$5,145,000.00
	BUILDING WORKS		
55	Building Demolition - public toilet block	Medium	\$50,000.00
56	Building Demolition - Monahan Pavilion	Medium	\$120,000.00
	Sub-total demolition		\$170,000.00
57	Alan Carter Pavilion Extension - Extension of the pavilion's social space to increase floor area (Construction)	High	\$500,000.00
58	Alan Carter Pavilion Extension - Awning or weather protection to southern side of pavilion	High	\$100,000.00
	Sub-total Alan Carter Extension		\$600,000.00
59	New 4 cubicle Public toilet (playground precinct)	High	\$250,000.00
	Sub-total toilet		\$250,000.00
60	New Monahan Sports Pavilion and carpark – AFL, Cricket and Community	Medium	\$100,000.00
61	New Monahan Sports Pavilion and carpark - Detailed design and contract documentation	Medium	\$400,000.00
62	New Monahan Sports Pavilion - Construction	Medium	\$4,000,000.00
63	New Monahan Sports Pavilion - Construction	Medium	\$4,000,000.00
	Sub-total Sports pavilion building and carpark		\$8,500,000.00
64	Gloria Pyke Pavilion - Maintenance and facility improvements	High	\$40,000.00
65	Gloria Pyke Pavilion - Upgrade and Expansion of the pavilion to increase the floor area for indoor sports. (Design)	Low	\$130,000.00
66	Gloria Pyke Pavilion - Upgrade and Expansion of the pavilion to increase the floor area for indoor sports. (Construction)	Low	\$4,000,000.00
	Sub-total Gloria Pyke pavilion		\$4,170,000.00
67	Dandenong Tennis Club Pavilion - DDA Accessible & Unisex Toilet design	Low	\$20,000.00
68	Dandenong Tennis Club Pavilion - DDA Accessible & Unisex Toilet construction	Low	\$200,000.00
	Sub-total tennis pavilion		\$220,000.00
69	Dandenong Agricultural Show Pavilion maintenance and improvements	High	\$200,000.00
	Sub-total Dandenong Agricultural Show Pavilion		\$200,000.00
	Sub-total Building Works		\$14,110,000.00
	TOTAL 10 PLUS YEAR INVESTMENT		\$31,780,000.00
	SUMMARY BREAKDOWN		
	Roads, Car Parking and Shared Path Network Infrastructure		\$12,525,000.00
	Recreational, Leisure and Community Facilities & Parks, Open Space and Streetscapes		\$5,145,000.00
	Building Works		\$14,110,000.00
	TOTAL 10 PLUS YEAR INVESTMENT		\$31,780,000.00



4.1.2 Sporting Grounds and Pavilion Allocation Policy 2023

Responsible Officer: Director Community Strengthening

Attachments:

1. Sporting Grounds and Pavilion Allocation Policy 2023 A10141060 [4.1.2.1 - 11 pages]
2. Appendix 1: Sporting Grounds and Pavilion Allocation - Eligibility Criteria [4.1.2.2 - 7 pages]
3. Appendix 2: Sporting Grounds and Pavilion Inspection Process [4.1.2.3 - 3 pages]

Executive Summary

1. Council adopted the revised 2020 Sporting Grounds and Pavilion Management Policy in July 2020 with the provision of reviewing the policy after two (2) years. This policy has now been reviewed to ensure currency and compliance with relevant legislation and Council's current operational requirements and is now presented to Council for readoption.
2. This report recommends that the Sporting Grounds and Pavilion Allocation Policy 2023 be readopted as per Attachment 1, for implementation from the 2024 winter season (1 April 2024).



Background

3. Essentially, policies developed by Council are aimed at ensuring good governance and decision-making processes, as well as the effective and efficient management of community resources and the day-to-day business of Council. They help govern how Council operates and provide a clear set of principles that provide a definite direction for Council.
4. Each policy is developed in order to address specific matters and objectives as outlined in the Council Plan 2021-25 or as required by legislation. Policies promote consistency across the organisation and enable the community to be familiar with the principles behind administrative and Council decisions.
5. Existing Council policies are subject to an ongoing review process to ensure they remain up-to-date and comply with current legislation. Policies should be reviewed and updated if legislation requires it; or when Council's functions, structure or activities change; or when technological advances or new systems are implemented.
6. Council policies should be read in conjunction with any related legislation, relevant internal policies, codes of practice or guidelines. A Council policy is considered to be automatically revoked upon readoption of the latest version of that policy.
7. Policies that are superseded or superfluous to Council's needs require formal abolition by Council.

Key Points / Issues / Discussion

8. It is proposed that the Sporting Grounds and Pavilion Allocation Policy 2023 be readopted by Council with the following changes:

Sports Club Allocations

- Introduction of a staged rollout of the State Government's Fair Access Policy Roadmap from winter season 2024 over a four-year period that requires clubs to meet gender equality requirements, including:
- The completion of Gender Impact Assessments by clubs, including actions to promote equitable use.
- Gender quotas for committees of management.
- The provision of female participation opportunities.
- Clubs will be required to deliver a junior program to improve long-term viability and to foster growth in physical activity participation for future generations.
- Clubs must be debt-free with Council or have an agreed debt payment plan in place.

Commitment of Leagues/ Associations to the Fair Access Policy

- Associations and leagues that deliver competitions or other activities played on Greater Dandenong sports grounds are required to demonstrate their alignment with the State Government's Fair Access Policy.



Natural Turf Ground Capacity

- Introduction of maximum capacity levels to ensure sports grounds are not overused. When usage exceeds a ground's capacity it causes deterioration of the ground.

9. In summary, implementation of the updated policy is expected to have the following impacts:

- Greater opportunity for female and junior participants, supporting the Make Your Move Greater Dandenong Physical Activity Strategy 2020-2030, and the State Government's Fair Access Policy.
- Ensuring that only clubs who are financially viable or have an agreed debt payment plan in place are provided allocations.
- Supporting clubs to create healthier environments that promote good health and wellbeing within their communities.
- Improving the management of turf ground surfaces.

Community and Stakeholder Consultation

10. The Sporting Grounds and Pavilion Allocation Policy 2023 was reviewed and evaluated internally by the:

- Executive Management Team
- Sport and Recreation Department
- Parks Department

11. The policy was presented to the community and stakeholders via public exhibition from Monday 20 March to Tuesday 18 April 2023 (30 days). This consisted of:

- Presented on the Council website, via the 'Have Your Say' page.
- Emails to all 72 allocated CGD-based clubs and all respective district, regional and state sporting associations.

12. Twelve (12) submissions were received which provided feedback for consideration. Some feedback received sought clarification on components of the policy and these respondents were provided a detailed response. One (1) addition of note was made to the policy resulting from feedback received. Section 5.2.1 was amended to note: "Should a club not meet one or more these requirements, the club must demonstrate to Council Officers as part of the allocation application process that they have made all reasonable attempts to meet the requirement. Council Officers will provide support to those clubs who are not yet meeting the requirements. If no reasonable attempt is demonstrated by the club, then they may not receive an allocation."

13. Council officers will engage with and support clubs and associations on the intent and the implementation of the policy prior to the winter 2024 season.



Links to the Community Vision and Council Plan

14. This report is consistent with the following principles in the Community Vision 2040:
- Mind, body and spirit.
15. This report is consistent with the following strategic objectives from the Council Plan 2021-25:
- A socially connected, safe and healthy city.

Legislative and Policy Obligations

16. This report has considered Council's legislative and policy obligations (where applicable) as outlined in the Report Considerations section detailed in the front of this Agenda. The applicable obligations considered and applied are:
- The Overarching Governance Principles of the *Local Government Act 2020*.
 - The *Gender Equality Act 2020*.
 - Related Council Policies, Strategies or Frameworks.

Conclusion

17. A review of the Sporting Grounds and Pavilion Allocation Policy 2023 has been conducted and is now presented to Council for readoption.
18. The principal objective of the review is to ensure that the policy meets current legislative requirements and remains relevant and up-to-date.

Recommendation

That Council approves the Sporting Grounds and Pavilion Allocation Policy 2023 per Attachment 1.



Sporting Grounds and Pavilion Allocation Policy 2023

Policy Endorsement:			
Policy Superseded by this Policy:	Sporting Grounds and Pavilion Management Policy 2020		
Directorate:	Community Services		
Responsible Officer:	Manager Community Development, Sport and Recreation		
Policy Type:	Mandatory		
File Number:	A9184898	Version No:	5
1 st Adopted by Council	Minute No. 1093	Last Adopted by Council:	Minute No.
Review Period:	2023	Next Review:	2027

This page has been left intentionally blank.

TABLE OF CONTENTS

1.	POLICY OBJECTIVE	2
2.	BACKGROUND	2
3.	SCOPE	2
4.	DEFINITIONS	2
5.	POLICY	3
5.1	ALLOCATION PERIOD	3
5.2	ALLOCATIONS	4
5.2.1	SPORTS CLUB ALLOCATION	4
5.2.2	ASSOCIATIONS / LEAGUE SCHEDULING	4
5.2.3	NATURAL TURF GROUND CAPACITY.....	4
5.3	PRIORITISATION.....	4
5.4	PRE-SEASON TRAINING AND COMPETITION.....	5
5.5	RELOCATION FROM ONE FACILITY TO ANOTHER	5
5.6	SHARED USE – SEASONAL ALLOCATION	5
5.7	SHARED USE – CASUAL AND COMMUNITY USE	5
5.8	BOOKED USE	6
5.9	INSPECTIONS AND DAMAGE	6
5.10	TERMINATION OF ALLOCATION	6
6.	RESPONSE TO THE OVERARCHING GOVERNANCE PRINCIPLES OF THE LOCAL GOVERNMENT ACT 2020.....	6
7.	CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006 – COMPATIBILITY STATEMENT	7
8.	RESPONSE TO THE GENDER EQUALITY ACT 2020.....	7
9.	CONSIDERATION OF CLIMATE CHANGE AND SUSTAINABILITY	8
10.	RESPONSIBILITIES	8
11.	REPORTING, MONITORING AND REVIEW.....	8
12.	REFERENCES AND RELATED DOCUMENTS.....	8

1. POLICY OBJECTIVE

This policy provides a framework for the allocation of sports grounds and pavilions to ensure that maximum utilisation of Council infrastructure is facilitated. Sports clubs will be allocated depending on the composition and needs of the club's participants (e.g., junior, youth, senior and masters participants), and will aim to meet the needs and growth of the club where possible.

This policy aims to maximise shared use of sporting grounds and pavilions in a manner which minimises unnecessary wear and damage to sporting facilities and to ensure that the sporting grounds and pavilions are presented in the best possible condition. The policy also clarifies responsibilities for maintenance and improvement works to ensure facilities are maintained to the required standards.

2. BACKGROUND

This policy considers the following factors:

- The implementation of the Victorian Governments' Fair Access Policy Roadmap, which aims to improve the access to, and use of, community sports infrastructure for women and girls.
- The use of Council assets by sustainable clubs that are inclusive and provide participation opportunities for children and youth as per the Make Your Move Greater Dandenong Physical Activity Strategy 2020-2030.
- Council has invested substantial funds in developing sporting grounds and pavilions with an emphasis on shared use.
- The need for proactive inspections and maintenance.
- Pavilions and sports grounds must be kept in a safe and clean condition.
- Some sports clubs have contributed financially to the upkeep or enhancement of pavilions.
- The condition of sports pavilions needs to be enhanced.
- Ground usage must not exceed capacity, to ensure surface quality is maintained and additional expenditure is not required by Council to repair damaged grounds.
- Pavilions must be allocated and used appropriately.

3. SCOPE

This policy covers the management of seasonally allocated sports grounds and pavilions located within the City of Greater Dandenong including Dandenong Police Paddocks. These facilities are used by numerous sports grounds covered by this policy such as cricket, soccer, Australian Rules football, rugby league, baseball, softball, hockey and athletics. This policy does not cover leased sports and leisure facilities such as tennis courts, bowls clubs, aquatic centres and stadiums that hold lease, licence or management agreements.

4. DEFINITIONS

Fair Access Policy Roadmap

The Victorian Government Fair Access Policy Roadmap outlines the key steps for the implementation of the Fair Access Policy and *Gender Equality Act 2020* for Local Governments and sport and recreation organisations.

Gender Equality

Equality of rights, opportunities, responsibilities, and outcomes between persons of different genders.

Gender Impact Assessment

The policy requires each club to undertake a gender impact assessment. The assessment:

- Assesses the effects that the policy, program or service may have on persons of different genders
- Will define the needs of persons of different genders
- Addresses gender inequality; and
- Promotes gender equality.

Junior Development Program

Any program specifically for participants aged under 18 years old. The program can be an official registered program (e.g., Auskick, Cricket Blast, Mini Roos) or a club-based social program.

Occupancy Requirements

The requirements outlined in the hire agreement that the sports club or user group is required to adhere to during their occupancy.

Pavilion

The building allocated for the seasonal club use, which may include associated infrastructure such as scoreboards, coaches boxes, separate storage, etc.

Debt Repayment Plan

Clubs with an outstanding debt to Council may be placed on a repayment plan.

Sporting Ground

A sporting ground is any specifically defined outdoor space which is used for organised sport. Should a club seek to use this space they are required to submit an allocation application.

5. POLICY

5.1 ALLOCATION PERIOD

Council allocates sporting grounds and pavilions at recreation reserves on a seasonal basis through a public application process. There are two seasons, summer, and winter.

- Winter Season: 1 April to 31 August
- Summer Season: 1 October to 28 February

If pavilions and/or sporting grounds are required for finals commitments (training or matches) during March or September, prior written approval from Council is required. For matches, the competition organiser (i.e., league, association) must complete the allocation application. Several factors are taken into consideration by Council in assessing applications for finals matches, including ground maintenance requirements and the needs of the incoming sports club for the following season.

Sports clubs are required to sign a Hire Agreement, which includes the conditions of use and specific days and times allocated for club usage. If a sports club needs to alter the times of ground/facility usage during the season, an amended Hire Agreement must be issued by Council.

Sports clubs are not permitted to use pavilions and grounds outside of their approved times unless prior arrangements have been confirmed by Council, in which case casual hire charges will apply. Clubs or associations are not permitted to sublet or hire Council's grounds or pavilions to a third party. Breaches of the Hire Agreement, including facility usage outside the allocated times and non-payment/outstanding fees and charges, may result in the allocation being revoked or future allocations being declined.

5.2 ALLOCATIONS

5.2.1 SPORTS CLUB ALLOCATION

Allocation of Council's grounds and pavilions to sports clubs is via an application process prior to each season. Allocations are conditional on the club meeting allocation criteria (see Appendix 1 – 'Sporting Ground and Pavilion Allocations: Eligibility Criteria') and acceptance and adherence to the Hire Agreement terms and conditions.

Council is committed to the implementation of the Victorian Government's Fair Access Policy, which was introduced in August 2022. The Fair Access Policy aims to improve access to, and use of, community sports infrastructure for women and girls. Appendix 1 – 'Sporting Ground and Pavilion Allocations: Eligibility Criteria' outlines a phased approach to rolling out the Fair Access Policy for sports clubs. Should a club not meet one or more of the female participation criteria, Council Officers will request evidence that they have made all reasonable attempts to meet the criteria. Council Officers will provide support to those clubs who are not yet meeting the requirements.

Clubs are required to submit specific documentation with their allocation. The full list of required documentation is provided in Appendix 1 – 'Sporting Ground and Pavilion Allocations: Eligibility Criteria'.

5.2.2 ASSOCIATIONS / LEAGUE SCHEDULING

Any district, regional or state associations or leagues who are responsible for the scheduling of matches or other activities at Council sporting grounds and/or pavilions are required to:

- Provide documentation demonstrating how they will ensure that the scheduling of matches or other activities will be equitable across different genders.
- Council will prioritise capital works at facilities used by associations/ leagues that meet the Fair Access Policy requirements.

5.2.3 NATURAL TURF GROUND CAPACITY

Overuse of natural turf sports grounds has a negative impact on the quality of the grounds. As such, the process of allocating sports grounds to clubs must take into consideration the maximum weekly usage capacity of each ground. The maximum weekly usage hours for each sports ground during the winter season is provided in Appendix 1 – 'Sporting Ground and Pavilion Allocations: Eligibility Criteria'. Council Officers will work with sports clubs experiencing growth in membership/ participation.

5.3 PRIORITISATION

Applications for use of Council's grounds and pavilions will be considered favourably if the sports club actively:

- Provides participation opportunities for people with a disability through competition, programs, activities, and off-field administration/ volunteer roles.
- Provides activities or programs for City of Greater Dandenong community members outside of their core sport offerings. For example, 'come and try days', clinics for school groups, fitness classes, mental health promotion, homework clubs.

5.4 PRE-SEASON TRAINING AND COMPETITION

Sports clubs wishing to use grounds for training or competition outside their regular allocated season must apply to Council by submitting a casual hire application. Casual hire fees, outlined in Council's sports ground hire fees and charges, are to be paid prior to the booking date/s. Pavilion hire is not available for pre-season training and competition, however toilet access will be provided.

Council will assess the request and availability of the sporting ground. Requests of a commercial nature will not be approved. Should the request not be possible due to ground maintenance, an existing seasonal club allocation or another allocation (e.g., event, casual booking, etc), every attempt will be made to identify alternative options. Clubs found utilising facilities outside of the allocated day and times of their Sports Hire Agreement, without approval from Council Officers, or an allocation, may have future allocation requests declined.

5.5 RELOCATION FROM ONE FACILITY TO ANOTHER

Council reserves the right to relocate a sports club/user group from one facility to another if it is deemed that a change in allocations provides an overall greater benefit to the community.

Reasons a club may be reallocated include:

- Change in the number of teams and/or club playing numbers.
- A sports ground or reserve no longer meets the needs of the club.
- Clubs reach higher/lower levels of competition resulting in increased/decreased facility requirements.
- As a requirement of the club's affiliated competition.
- For the benefit of community sport in the broader municipality.

Council will liaise with sports clubs prior to any potential relocation coming into effect. Where possible, clubs will be provided with an opportunity to address/ improve the causes for the relocation being warranted.

5.6 SHARED USE – SEASONAL ALLOCATION

Shared use of pavilions by sports clubs at the same time will incur a shared charge. The shared charge will be determined on the allocated hours applied for by all allocated clubs within the facility. This provides an incentive for shared use of Council facilities at the same time, where they do not require sole use of a facility. An example of percentage fees is shown below.

Total hours of facility use	Club A		Club B		Club C	
	Hours of use	%	Hours of use	%	Hours of use	%
45	20	44	15	33	10	23

5.7 SHARED USE – CASUAL AND COMMUNITY USE

Council is committed to providing spaces at selected sporting grounds for informal/self-organised use by the public where ground usage is not at maximum capacity and when sports clubs are not using the sports ground. Council will advertise sporting grounds that can be used by the community at selected times. This type of usage does not require a booking or charge.

Pavilions are not available for informal/self-organised usage, although floodlighting may be available for use on some grounds. Any form of usage by a club, association or event is not classified as informal/ self-organised.

5.8 BOOKED USE

During times when grounds and pavilions are not allocated, Council may allow casual and community bookings. Council will liaise with sports clubs with regards to these bookings. Council is able to allocate any area of the pavilion, including the multi-purpose/social spaces, kitchens/kiosks, change rooms, toilets, offices and meeting rooms as needed. All Council-supplied furniture and appliances located within the facility are available for use by casual/community users. Casual bookings may also include use by Council.

Casual bookings will incur a utilities levy of no more than five per cent of average usage. Further information on casual use of sports grounds and pavilions is included in Council's Multi-Purpose Use of Community Facilities Policy.

5.9 INSPECTIONS AND DAMAGE

This policy requires clubs to keep sports grounds and pavilions clean at all times and adhere to the maintenance responsibilities outlined in the Sports Hire Agreement.

Council conducts detailed inspections of pavilions:

- During and at the end of each season to ensure they are maintained and handed over to the next tenant in a clean and safe condition.
- On a regular basis throughout the season to ensure they remain in a safe and acceptable condition.

Clubs must cover the full costs to repair any damage to sporting grounds and pavilions that has been caused during club usage, that is outside regular wear and tear. Council has the right to decline an allocation request from a club where there is a history of poor facility maintenance or non-payment of cleaning and maintenance costs, where the club is responsible.

Details of the inspection process is outlined in Appendix 2 – 'Sporting Grounds and Pavilion Inspection Process'.

5.10 TERMINATION OF ALLOCATION

Under extenuating circumstances, Council may consider terminating an allocation. Examples of those circumstances include non-payment of fees, sub-letting, hiring, continual disorderly conduct, or significant or recurring breaches of this policy and/or Sports Hire agreement.

The resolution process consists of:

- i. Two written advice/ warnings to the Club with opportunities to address the issues.
- ii. Mediation meeting between Council and Club.
- iii. Notice of termination.

6. RESPONSE TO THE OVERARCHING GOVERNANCE PRINCIPLES OF THE LOCAL GOVERNMENT ACT 2020

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles. These are:

- Priority is to be given to achieving the best outcomes for the municipal community, including future generations. In particular, the policy seeks to ensure that all residents are accorded respect, and the considerations of their needs, preference and circumstances influences the development of Council services.
- The economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted. The policy requires gender equitable participation by sports clubs and also that clubs are financially sustainable.
- Collaboration with other councils, State and/or Federal Governments and statutory bodies is to be sought. This policy is based in part, upon an inspection of similar policies and plans among other councils.
- The ongoing financial viability of the Council is to be ensured. The policy sets clear parameters around Council's responsibilities to ensure that the provision of facilities is financially viable.
- The transparency of Council decisions, actions and information is to be ensured. Transparency is reflected in the preparation and content of this policy, which has been formed after consultation with the community, written in plain English to improve its accessibility, and will be disseminated to residents through appropriate media and means.

7. CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006 – COMPATIBILITY STATEMENT

The *Charter of Human Rights and Responsibilities Act 2006* has been considered in relation to whether any human rights under the Charter are restricted or contrived by the enactment of any part of this policy.

It is considered that the policy is consistent with the rights outlined in the Charter, and in particular, that it advances the following rights, through its emphasis upon respect and consideration of social diversity in all aspects of Council's conduct and in its consideration of engagement, inclusion and participation by all residents in our community:

- Freedom of thought, conscience, religion and belief (S. 14)
- Freedom of expression (S. 15)
- Peaceful assembly and freedom of association (S. 16)
- Taking part in public life (S. 18)
- Cultural rights (S. 19)

8. RESPONSE TO THE GENDER EQUALITY ACT 2020

The *Gender Equality Act 2020* requires that Councils "...must consider and promote gender equality; and take necessary and proportionate action towards achieving gender equality."

In addition, Part One, Section 1(a) of the *Gender Equality Act 2020* requires gender assessments when "...developing or revising any policy of, or program or service provided by, the entity that has a direct and significant impact upon the public" - a provision which has been in effect since 31 March 2021.

This policy seeks to implement the Victorian Government's Fair Access Policy, which was announced in August 2022, which aims to improve the access to, and use of, community sports infrastructure for women and girls.

A gender assessment has been completed and the policy addresses the *Gender Equality Act 2020* by including proportionate actions towards achieving gender equality. These include the following:

- That all sports clubs are required to complete a gender impact assessment and implement any actions identified.
- That all sporting associations or leagues who schedule competition matches utilising Council facilities are required to complete a gender impact assessment and implement any actions identified.
- Introduction of a new criteria for allocation of sports clubs that they must demonstrate female participation opportunities for players.
- Introduction of a new criteria for allocation of sports clubs that they must demonstrate female representation on their management committee.

This policy requires the development of female and/or junior (mixed) participation as a participation development pathway.

9. CONSIDERATION OF CLIMATE CHANGE AND SUSTAINABILITY

This policy considers the impact of Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy 2020-2030 and the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability.

Reliable access to water is critical to the playability of sport on summer sports grounds. Irrigation tanks are in place at most sports grounds which allows for water to be delivered to the ground, should the provision of water be restricted e.g. because of drought.

Extreme heat and the impact this has on participants will be managed as per existing association and league processes.

10. RESPONSIBILITIES

Responsibility will rest with the Sport and Recreation Unit to inform sports clubs about the content and meaning of this policy. This may entail promotions through the Council website, emails, and presentations. The Sport and Recreation Unit, Parks Unit and Building Maintenance Unit will be responsible for the implementation of the Council responsibilities contained within the policy. Sports clubs will be responsible for the implementation of the Club responsibilities contained within the policy.

11. REPORTING, MONITORING AND REVIEW

The Sport and Recreation Unit will monitor the details and outcomes of this policy and report as required. The Parks Unit and Building Maintenance Unit will monitor the condition of sporting grounds and pavilions and the implementation of this policy as required. A review is conducted by the Sport and Recreation Unit, Parks Unit and Building Maintenance Unit at the end of each season.

This policy will be reviewed after four years and will consider the following:

- The participation trends of community sport.
- The impact the policy will have on Council staff.
- The cost to Council for the provision of sport assets.
- Benchmarking against other municipalities.

12. REFERENCES AND RELATED DOCUMENTS

The following policies, strategies or legislation relate to the implementation of this policy.

Legislation

- *Charter of Human Rights and Responsibilities Act 2006*
- *Gender Equality Act 2020*
- *Local Government Act 2020*

Related Council and Other Policies, Procedures, Strategies, Protocols, Guidelines

- Council Plan 2021-25
- Cricket Wicket Policy 2023
- Imagine 2030 Community Plan
- Diversity Access and Equity Policy
- Make Your Move Greater Dandenong Physical Activity Strategy 2020-2030
- Recreation Reserves Advertising, Promotional and Club Signage Policy
- Sports Facilities Plan – Implementation Plan 2018
- Sports Grounds Floodlighting Policy
- Victorian Government – Fair Access Policy Roadmap
- Sporting Ground and Pavilion Allocations: Eligibility Criteria
- Sporting Ground and Pavilion Inspection Process



Appendix 1: Sporting Grounds and Pavilion Allocation – Eligibility Criteria

Last Updated:	September 2023
Updated By:	Patrick Boyd, Coordinator Sport & Recreation
Related Policies/ Strategies:	Sporting Grounds and Pavilion Allocations Policy

Contents

1. SPORTS CLUB ALLOCATIONS2

1.1 APPLICATION DOCUMENTATION2

2. ELIGIBILITY CRITERIA2

2.1 STAGE 1: FROM APRIL 20242

2.2 STAGE 2: FROM APRIL 20263

2.3 STAGE 3: FROM APRIL 20274

3. NATURAL TURF GROUND CAPACITY4

1. SPORTS CLUB ALLOCATIONS

Allocation of Council's grounds and pavilions to sports clubs is via an application process prior to each season. Allocations are conditional on the club meeting allocation requirements detailed below and acceptance and adherence to the Sports Hire Agreement terms and conditions.

Council is committed to the implementation of the Victorian Government's Fair Access Policy, which was introduced in August 2022. The Fair Access Policy aims to improve access to, and use of, community sports infrastructure for women and girls. A phased approach to rolling out the Fair Access Policy is included within Council's sports ground and pavilion allocation requirements.

1.1 APPLICATION DOCUMENTATION

Clubs are required to submit the following documentation with their allocation. These include:

- a) Certificate of Incorporation (COI).
- b) Public Liability Insurance (\$20 million).
- c) Annual General Meeting (AGM) Report and Minutes.
- d) Club Financial Statement.
- e) Club Strategic Plan and/or Business Plan.
- f) Liquor Licence Certificate (if applicable).
- g) Food Registration Certificate (if applicable).
- h) Good Sports Level (if applicable).
- i) A list of members with a Working with Children Check (only applicable for clubs with participants under 18 years old).
- j) A list of members with a First Aid qualification.
- k) A list of club participants/players postcodes.

2. ELIGIBILITY CRITERIA

It is a baseline requirement for all sports clubs to:

- a. Be an incorporated organisation.
- b. Hold current Public Liability Insurance.
- c. Agree to and sign a Sports Hire Agreement.

2.1 STAGE 1: FROM APRIL 2024

New and Existing Users:

- a. Provide documentation of completed Gender Impact Assessment and list of actions to be implemented addressing opportunities to improve gender equity in the club.
- b. Provide copies of any documented policies or procedures addressing equitable participation and use of Council facilities.
- c. Have at least 25 per cent female representation on the club's committee of management.*
- d. Have at least one junior team or conduct one junior development or social program.*

- e. Have at least one female team or conduct a development or social program with female participants. Note that the junior program (d) can double as the female program provided it is mixed gender with at least one female participant.*

Existing Users Only:

- f. Have complied with all previous occupancy requirements.
- g. Demonstrate solvency and is without any outstanding debt owing to Council at the time of applying for an allocation, unless on a current and approved payment plan.

2.2 STAGE 2: FROM APRIL 2026

New Users:

- a. Provide documentation of completed Gender Impact Assessment and list of actions to be implemented addressing opportunities to improve gender equity in the club (if not previously completed).
- b. Provide copies of any documented policies or procedures addressing equitable use and access of Council facilities (if not previously completed).
- c. Have at least 25 per cent female representation on the club's committee of management.*
- d. Have at least one junior team or conduct a junior development or social program with at least five (5) participants.*
- e. Have at least one female team or conduct a development or social program with female participants with at least five (5) participants. Note that the junior program (d) can double as the female program provided it is mixed gender with at least five (5) female participants.*

Existing Users:

- a. Provide documentation of completed Gender Impact Assessment and list of actions to be implemented addressing opportunities to improve gender equity in the club (if not previously completed).
- b. Provide copies of any documented policies or procedures addressing equitable use and access of Council facilities (if not previously completed).
- c. Have at least 25 per cent female representation on the club's committee of management.*
- d. Demonstrate that scheduling of club training was 'fair' for both genders in the previous season and that this is aligned with the club's gender impact assessment.*
- e. Had at least one junior team or conduct a junior development or social program with at least five (5) participants in the previous season.*
- f. Had at least one female team or conduct a development or social program with female participants with at least five (5) participants in the previous season. Note that the junior program (e) can double as the female program provided it is mixed gender with at least five (5) female participants.*
- g. Have complied with all previous occupancy requirements.
- h. Demonstrate solvency and is without any outstanding debt owing to Council at the time of applying for an allocation, unless on a current and approved payment plan.

2.3 STAGE 3: FROM APRIL 2027

New Users:

- a. Provide documentation of completed Gender Impact Assessment and implemented actions (if not previously completed).
- b. Provide copies of any documented policies or procedures addressing equitable use and access of Council facilities (if not previously completed).
- c. Have at least 40 per cent female representation on the club's committee of management.*
- d. Have at least one junior team or conduct a junior development or social program with at least ten (10) participants.*
- e. Have at least one female team or conduct a development or social program with female participants with at least ten (10) participants. Note that the junior program (d) can double as the female program provided it is mixed gender with at least ten (10) female participants.*

Existing Users:

- a. Provide documentation of completed Gender Impact Assessment and implemented actions (if not previously completed).
- b. Provide copies of any documented policies or procedures addressing equitable use and access of Council facilities (if not previously completed).
- c. Have at least 40 per cent female representation on the club's committee of management.*
- d. Demonstrate that scheduling of club training was 'fair' for both genders in the previous season and that this is aligned with the club's gender impact assessment.*
- e. Had at least one junior team or conduct a junior development or social program with at least ten (10) participants in the previous season.*
- f. Had at least one female team or conduct a development or social program with female participants with at least ten (10) participants in the previous season. Note that the junior program (e) can double as the female program provided it is mixed gender with at least ten (10) female participants.*
- g. Have complied with all previous occupancy requirements.
- h. Demonstrate solvency and is without any outstanding debt owing to Council at the time of applying for an allocation, unless on a current and approved payment plan.

*** Criteria relating to Female and Junior Participation**

Criteria marked with * relate to the provision of participation opportunities for females and juniors. Should a club not meet one or more of these requirements, the club must demonstrate to Council Officers as part of the allocation application process that they have made all reasonable attempts to meet the requirement. Council Officers will provide support to those clubs who are not yet meeting the requirements. If no reasonable attempt is demonstrated by the club, then Council is within its rights to decline an allocation request.

3. NATURAL TURF GROUND CAPACITY

Overuse of natural turf sports grounds has a negative impact on the quality of the grounds. As such, the process of allocating sports grounds to clubs must take into consideration the maximum weekly usage capacity of each ground. The capacity for each sports ground has been determined based off an independent assessment and factors such as drainage, irrigation, soil profile, turf species and lighting.

The maximum hours of permitted usage for each ground applies to training and competition combined. Council reserves the right to alter capacity limits subject to local conditions at the time and/or as ground improvements are completed, following consultation with clubs. Grounds allocated to winter cricket are excluded from the below table due to the low usage hours.

Should a sports club require usage hours that exceed a ground's maximum capacity, an application will need to be submitted for these additional hours at a different ground as part of the seasonal allocation process and/or as a casual booking request. Council Officers will work with sports clubs experiencing growth in membership/ participation.

The following table outlines the maximum weekly usage hours for each sports ground during the winter season, as winter sports cause the most stress to natural turf surfaces.

Winter Sports Ground Capacity

Sporting Ground	Maximum weekly usage hours
Alex Nelson Reserve	25
Barry Powell Reserve – Oval 1	25
Barry Powell Reserve – Oval 2	25
Coomoora Reserve – East Field	20
Coomoora Reserve – Centre Field	20
Coomoora Reserve – West Field	20
Dandenong Park – Shepley Oval	25
Edinburgh Reserve	25
Fotheringham Reserve	25
George Andrews Reserve – Field 1	25
George Andrews Reserve – Field 2	15
Greaves Reserve – Oval 1	25
Greaves Reserve – Oval 2	25
Greaves Reserve – Oval 3 – Field 1	25
Greaves Reserve – Oval 3 – Field 2	25
Greaves Reserve – Oval 4 – Field 1	25
Greaves Reserve – Oval 4 – Field 2	25
Keysborough College - Banksia Campus	20
Lois Twohig Reserve – Oval 1	25
Lois Twohig Reserve – Oval 2	25
Lois Twohig Reserve – Field	20
Lyndale Secondary College – Field 1	15
Lyndale Secondary College – Field 2	15
Noble Park Reserve	25
Norman Luth Reserve – Field 1	20
Norman Luth Reserve – Field 2	20
Parkfield Reserve – Field 1	25
Parkfield Reserve – Field 2	25
Police Paddocks Soccer Precinct – Field 1	15
Police Paddocks Soccer Precinct – Field 2	25
Police Paddocks Soccer Precinct – Field 3	25
Police Paddocks Baseball/Softball Precinct – Diamond 1	25
Police Paddocks Baseball/Softball Precinct – Diamond 2	25

Police Paddocks Baseball/Softball Precinct – Diamond 3	25
Police Paddocks Baseball/Softball Precinct – Diamond 4	25
Police Paddocks Baseball/Softball Precinct – Diamond 5	25
Police Paddocks Cricket Precinct – Field	20
Robert Booth Reserve – Diamond 1	25
Robert Booth Reserve – Diamond 2	25
Ross Reserve – North Oval	20
Ross Reserve – South Oval	25
Rowley Allan Reserve	25
Springvale Reserve	25
Ian Tatterson Leisure Park – Oval 1 – Field 1	20
Ian Tatterson Leisure Park – Oval 1 – Field 2	20
Ian Tatterson Leisure Park – Oval 2 – Field 1	25
Ian Tatterson Leisure Park – Oval 2 – Field 2	25
Ian Tatterson Leisure Park – Oval 3 – Field 1	25
Ian Tatterson Leisure Park – Oval 3 – Field 2	25
Thomas Carroll Reserve – East Oval	25
Thomas Carroll Reserve – West Oval	20
Wal Turner Reserve	25
Warner Reserve – Field 1	25
Warner Reserve – Field 2	25
Warner Reserve – Virginia Street	25



Appendix 2: Sporting Grounds and Pavilion Inspection Process

Last Updated:	September 2023
Updated By:	Patrick Boyd, Coordinator Sport & Recreation
Related Policies/ Strategies:	Sporting Ground and Pavilion Allocations Policy

1. SPORTING GROUND AND PAVILION INSPECTIONS

Council conducts detailed inspections of sporting grounds and pavilions:

- During and at the end of each season to ensure they are maintained and handed over to the next tenant in a clean and safe condition.
- On a regular basis throughout the season to ensure they remain in a safe and acceptable condition.

1.1 SEASON HANDOVER INSPECTIONS

A transition period of up to four (4) weeks occurs at the end of each season (depending on competition fixtures and finals games), during which time club representatives will be asked to attend an end of season changeover inspection and to confirm the inspection report for the pavilion. A pavilion inspection report will be prepared by Council and will be signed by the outgoing tenants.

The signed report noting any cleaning, maintenance or repairs required will be processed by Council officers for record and follow up action. Council is responsible for arranging remedial work or repairs to facilities where necessary, however all other cleaning works will be the responsibility of the outgoing sports club/s. Club maintenance responsibilities are outlined in the Sports Hire Agreement.

1.2 IN-SEASON INSPECTIONS

Council may inspect the sports facilities at any stage during the tenancy. There will be an initial inspection and at least two other inspections conducted by Council officers during the season. As part of the Building and Facilities Asset Management Plan for all Council facilities, the Building Maintenance department will also carry out regular asset condition inspections and reports.

2. WASTE AND RECYCLING

Clubs are responsible for maintaining and appropriately using any waste and recycling infrastructure supplied to them. Clubs are to ensure that the bins are not contaminated with the incorrect waste (relevant to the bin type) and that the area in and around the bin cage is not misused. Failure to comply with the waste management requirements may result in Council ceasing the emptying of the bins and the club taking responsibility to put a waste management plan in place.

This infrastructure includes:

- Internal pavilion waste and recycling bins.
- 240 litre waste and recycling bins, used for regular waste and recycling collections.
- Educational signage associated with waste and recycling.

The cost of repair or replacement of waste and recycling infrastructure identified during the changeover inspection will be charged to the clubs.

3. NOTICE TO CARRY OUT MAINTENANCE AND CLEANING

Following an inspection of the sports pavilion by Council, the sports club/ user group will be advised of any maintenance or cleaning required to be carried out either by the club or by Council (as per the maintenance responsibilities outlined in the hire agreement). Normal fair wear and tear is excluded. If any cleaning is required by the club and it is not completed within the timeframe required, or to the satisfaction of Council, Council will organise the cleaning to be carried out to a satisfactory level and the costs will be charged to the club.

Clubs must cover the full costs to repair any damage to sporting grounds and pavilions that has been caused during club usage, that is outside regular wear and tear. A club's bond may be accessed by Council to cover these costs. Should the costs of repair/cleaning exceed the amount of the bond, the club will be charged the additional costs incurred by Council.

In instances where damage has occurred a penalty bond of \$1,000 will be levied against the club for the next season's allocation. Fifty per cent of the penalty bond (\$500) will be refunded at the end of the following season should no damage be found at the season handover. The remaining \$500 will be held by Council as the club's ongoing bond.



4.1.3 Quarterly Performance Report - July to September 2023

Responsible Officer: Executive Manager Communications & Customer Service

Attachments: 1. Council Quarterly Performance Report Q 1 2023-24
[4.1.3.1 - 87 pages]

Executive Summary

1. This report details Council's progress against performance targets outlined in the Council Plan 2021-25, Annual Plan 2023-24, and Budget 2023-24.
2. This report recommends that Council notes the achievements against the Council Plan indicators and the Budget for the period ending 30 September 2023.



Background

3. Council formally adopted the Council Plan 2021-25, Annual Plan 2023-24 and Budget 2023-24 on Monday 26 June 2023.
4. The Council Plan 2021-25 outlines the vision and objectives of the current Council over the four (4) years of its term in office. This document guides service delivery, innovation and good governance, and provides the foundation for the corporate planning framework for all business activities. The Council Plan also guides the budget, service delivery priorities and the continuous improvement of our services.
5. The Council Plan 2021-25, Annual Plan 2023-24 and Budget 2023-24 are made available to residents through the Customer Service Centres, libraries and on Council's website at www.greaterdandenong.vic.gov.au

Key Points / Issues / Discussion

6. The Quarterly Performance Report provides a summary of key highlights for the quarter against the Council Plan, Budget, Reshaping Greater Dandenong and the Capital Works Program.
7. Progress against performance targets is outlined in the following components of the Attachment to this report:
 - a. Part A – Annual Plan progress details the achievements for the Council Plan strategic objectives from the Council Plan 2021-25 for the period 1 July to 30 September 2023.
 - b. Part B – The Financial Report is designed to inform Councillors of the results of operations for the period 1 July 2023 to 30 September 2023 including financial performance against the 2023-24 Budget. The Original Budget information contained in the report is the budget approved by Council on 26 June 2023. The year-to-date budget in this report reflects the Amended Budget as adopted by Council on 25 September 2023. The Amended Budget represents the adopted budget incorporating net carry forward capital and operating amounts from 2022-23.
8. The financial report incorporates a set of Financial Statements and a Directorate Analysis of financial performance by Business Unit. The following are contained in the Attachment:
 - Income Statement
 - Balance Sheet
 - Cash Flow Statement
 - Capital Expenditure Statement
 - Management Accounting Result
 - Capital Expenditure report
 - Investment Report
 - Directorate Analysis



Financial Implications

9. The financial position of the Council will be monitored against the approved Amended Budget to ensure that Council achieves its financial goals.

10. Operating Result

For the three months ended 30 September 2023, Council achieved a surplus operating result of \$8.51 million which is \$5.99 million better than the year-to-date budget. The main factors contributing to this result comprise favourable variances in:

Income (\$1.14 million favourable):

Receipt of unbudgeted grant funding, funding received earlier than anticipated or additional funding received (Community Strengthening \$1.20 million).

Better than anticipated asset recovery (Engineering Services \$51,000) and hall hire income (Corporate Services \$31,000).

Operating expenditure (\$4.85 million favourable):

Materials and services (\$2.90 million favourable) due to lower fuel costs, contract costs and professional services (Engineering Services).

Employee costs (\$1.93 million). Staff recruitment occurring later than planned and a delay in commencement of grant funded projects. \$954,000 of this variance relates to grant funded projects that require an acquittal (mainly in Community Strengthening).

More detailed variance explanations are included in Financial Report attached.

11. Capital Result

Year-to-date capital expenditure for the period is \$11.31 million which is \$40,000 favourable to budget.

Community and Stakeholder Consultation

12. The Chief Executive Officer, Directors, and staff responsible for reporting were consulted. Council's Finance Department has prepared the financial statements and all other attachments with feedback from Business Unit Managers.

Links to the Community Vision and Council Plan

13. This report is consistent with the following principles in the Community Vision 2040:

- Safe and peaceful community.
- Education, training, entrepreneurship and employment opportunities.
- Embrace diversity and multiculturalism.
- Sustainable environment.
- Mind, body and spirit.
- Art and culture.



14. This report is consistent with the following strategic objectives from the Council Plan 2021-25:

- A socially connected, safe and healthy city.
 - A city that respects and celebrates diversity, our history and the arts.
 - A city of accessible, vibrant centres and neighbourhoods.
 - A green city committed to a sustainable future.
 - A city that supports entrepreneurship, quality education and employment outcomes.
- A Council that demonstrates leadership and a commitment to investing in the community.

Legislative and Policy Obligations

15. This report has considered Council's legislative and policy obligations (where applicable) as outlined in the Report Considerations section detailed in the front of this Agenda. The applicable obligations considered and applied are:

- The Overarching Governance Principles of the *Local Government Act 2020*.
- The *Gender Equality Act 2020*.
- *Victorian Charter of Human Rights and Responsibilities 2006*.
- Climate Change and Sustainability.
- Related Council Policies, Strategies or Frameworks.

Conclusion

16. Greater Dandenong City Council provides a performance report against organisational objectives and its financial position on a quarterly basis. The reporting procedures and systems in place provide Councillors and the community with the opportunity to monitor progress against Council Plan indicators. This ensures that all resources are managed effectively and accountably. Council will be kept informed of the financial position on a quarterly basis, as is the current practice.

Recommendation

That Council notes the progress against the performance targets outlined in the Council Plan 2021-25 for the period 1 July to 30 September 2023 and the Financial Report for the period 1 July 2023 to 30 September 2023.



Quarterly Performance Report

- Bangholme
- Dandenong
- Dandenong North
- Dandenong South
- Keysborough
- Keysborough South
- Lyndhurst
- Noble Park
- Noble Park North
- Springvale
- Springvale South



Q1 2023-24





Acknowledgement of Country

Greater Dandenong City Council acknowledges and pays respects to the Bunurong people of the Kulin Nation, as the Traditional Custodians of the lands and waters in and around Greater Dandenong.

We value and recognise local Aboriginal and Torres Strait Islander Cultures, heritage, and connection to land as a proud part of a shared identity for Greater Dandenong.

Greater Dandenong City Council pays respect to Elders past and present and recognises their importance in maintaining knowledge, traditions, and Culture in our Community.

Greater Dandenong City Council also respectfully acknowledges the Bunurong Land Council as the Registered Aboriginal Party responsible for managing the Aboriginal Cultural heritage of the land and waters where Greater Dandenong is situated.

Table of Contents

04
Message from the CEO

05
Performance Summary

06
Highlights

09
Capital Works Summary

10
Part A: Annual Plan and
Reshaping Greater
Dandenong Progress

44
Part B: Financial Report

Message from the CEO



Welcome to the first Quarterly Performance Report in this new easy to read format. Greater Dandenong City Council is proud to engage and work closely with our culturally diverse community to ensure our city continues to be a great place to live, work and play.

Together we achieved many milestones in the first quarter (July–September 2023) of the 2023–24 financial year.

With rising costs ageing assets and limited alternative revenue streams, our financial position remains strong. Our ongoing challenge is balancing our continued investment in capital improvements whilst also funding ongoing asset renewal to maintain our current service standard.

Highlights this quarter include:

- The introduction of a new Tree Protection in Private Land Local Law in July which is designed to safeguard the city's tree canopy by protecting significant trees on private land and ensuring more mature trees remain to reduce the impacts of climate change by cooling our streets.
- The introduction of a Cat Curfew in July which aims to protect cats and the safety of local wildlife in our wetlands and conservation areas and reduce the impact on ecological wetlands and conservation areas.
- Approval of the appointment of the architect for the new Dandenong New Art Precinct Energy Plant (PEP)

- Completion of the \$10 million Ross Reserve Pavilion in August, which now provides a modern female and junior friendly facility which meets all current sporting code and *Disability Discrimination Act* requirements.
- The opening of the \$5.5 million WJ Crowe Pavilion at Thomas Carroll Reserve which provides updated changerooms and amenities, a multipurpose space for meetings or social gatherings and a new canteen.
- Approval of a \$771,929 lighting upgrade for George Andrews Reserve (Eastern Ground)
- Approval of an agreed approach to community engagement in relation to the Aged Care Reforms. Council has since commenced its review into the Future of Aged and Disability Services and will be conducting a Deliberative Panel to gain community feedback.
- Strong advocacy against the Progress Street Level Crossing, as well as the removal of funding for the PRIME Immunisation Program.

The Victorian State Government released a new Housing Statement and revised approach to addressing the challenges of housing and homelessness through planning system reform which aims to build 800,000 new homes in the next ten years. The key changes to the planning system include a new State Government led fast track program to determine major planning applications within four months, the introduction of a Future Homes Program to fast-track pre-vetted apartment designs, and exemptions from the need for a planning permit for some development types.

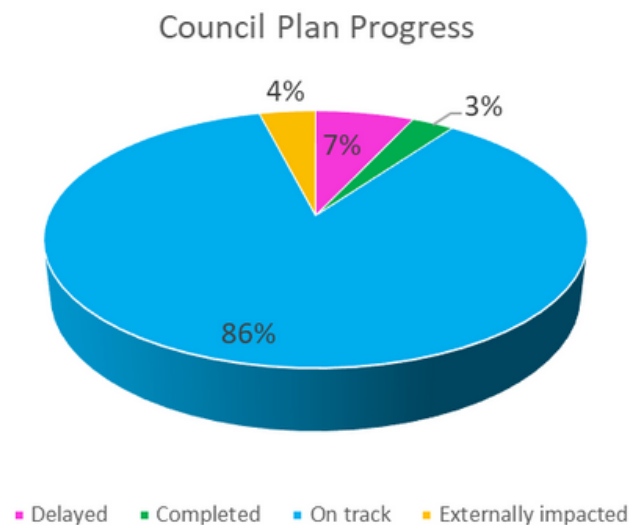
As always, I welcome any feedback and ideas for how we can improve the information we provide. If you have suggestions, please don't hesitate to contact me at council@cgd.vic.gov.au or 03 8571 1000.

CEO, Jacqui Weatherill

Performance Summary

Council Plan Progress

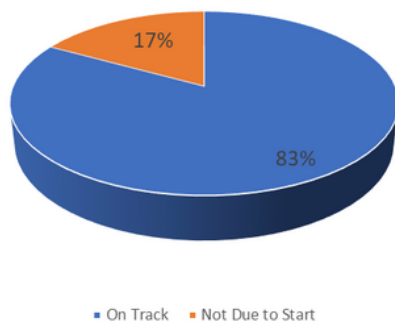
The Annual Plan 2023–24 outlines Council's key activities to deliver on the Council Plan 2021–25. In Q1 85% of the actions are on track and 3% are complete. A small number of actions continue to be affected by external factors such as government reforms and planning decisions.



Reshaping Greater Dandenong

Council is progressing well against the actions outlined in the CEO's 100 Day Report – Reshaping Greater Dandenong.

Reshaping Greater Dandenong Progress

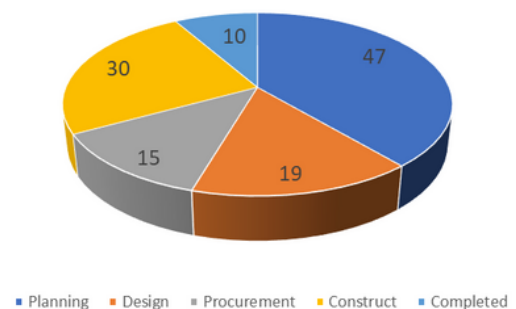


Capital Works Program

Over 50 per cent of our capital works projects are in the procurement or construction phases or are completed as at the end of this quarter.

The current process will be reviewed once a Project Management Office has been established.

Program Status as at September 2023



Highlights



Strategic Objective 1: A socially connected, safe and healthy city

- Council commenced its review into the Future of Aged and Disability Services and will be conducting a Deliberative Panel to gain community feedback.
- 3,497 hours of family support was provided by the Youth and Family Services team.
- Workshops were delivered to secondary schools including Party Safe, Cyber Abuse and Vape workshops in order to raise young people's awareness of harmful alcohol, vape/tobacco and other drugs use.
- The New Directions Project delivered preventative health activities to Aboriginal and Torres Strait Islander families including the Koorie Maternity Service Early Parenting Yarning Group.
- Two community safety forums were held.



Strategic Objective 2: A city that respects and celebrates diversity, our history and the arts

- Four major festivals and events were delivered across the city including Springvale SnowFest which had 33,000 attendees and Little Day Out which saw 8,000 people attend.
- The Muderra Way asphalt artwork calming project was launched.
- Greater Dandenong Libraries had a total of 219,266 visitors which is a 29% increase on Q1 last year.
- Walker Street Gallery had 2,368 visitors to workshops, public programs, events and performances.
- Council Officers participated in an on-campus event with Chisholm Institute for Wear it Purple Day promoting inclusivity and support for rainbow communities.
- Council supported a NAIDOC event at Dandenong Market.

Highlights



Strategic Objective 3: A city of accessible, vibrant centres and neighbourhoods

- 46 businesses were supported through the implementation of the Regional Food Strategy.
- The Dandenong Wellbeing Centre design process is now complete and once the Procurement Strategy is endorsed this project will proceed to construction.
- Planning for the delivery of the Active Transport Infrastructure program has begun.
- Our Street, Laneway activations and lan Street facade improvements are currently being rolled out as part of the Noble Park Revitalisation program.
- Civil works on Abbots Road are complete. Practical completion for the state delivered Pound Road West project is complete.



Strategic Objective 4: A green city committed to a sustainable future

- Draft concept plans and community consultation commenced on playground designs for Springvale, Pitman and Vivien Reserves.
- Two National Tree Day events and the inaugural One Tree per Child Program were delivered.
- Council acquired an Environmental Education electric van to support the Our Bright Green Future campaign and educate the community on climate change and sustainability.
- Heatwave information has been prepared for Council's Community Care clients to assist un preparing for the summer heatwave conditions.
- The Frederick Wachter Reserve district playground and the final stage of the Tattersson Park playground upgrade opened to the community.

Highlights



Strategic Objective 5: A city that supports entrepreneurship, quality education and employment outcomes

- The Ignite Program, supported local entrepreneurs through a 4 week intensive program designed to kickstart their journey to start a business.
- A number of programs were delivered promoting youth voice and building leadership capability including the Young Leaders program, Climate Changers Forum, and the Diversity Rise Youth Forum.
- Lunch with the Winners was held in September with SELLEN. Approximately 100 students, teachers and local businesses attended.
- 10 Business Networking events were held along with 2 events for Women in Business



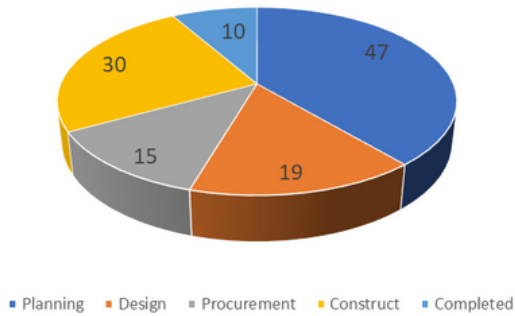
Strategic Objective 6: A Council that demonstrates leadership and a commitment to investing in the community

- Parking sensors have been installed in Springvale Activity Centre.
- Seven Junior Advisory Groups were held at local Primary Schools with 98 children supporting planning and policy development.
- Approval and funding for the Brand Dandenong project have been secured which will assist with the development of the investment attraction program.
- Council saw a 3% increase in applications for the Community Support Grants Program.
- Council delivered its first Heatwave Emergency Management exercise at The Drum with guest speakers from a large number of key agencies including the Victorian Department of Health, Ambulance Victoria, Forest Fire Management Victoria, Country Fire Authority (CFA), Victoria Police, and the Bureau of Meteorology,

Capital Works Summary

Project Updates

Program Status as at September 2023



- Keysborough South Community Hub – a building permit has been recently issued and preliminary works have commenced on site.
- Dandenong New Art – Contractors are currently carrying out rectification works with an emphasis on underground and external works. Super structure works have commenced with internal work progressing.
- Perry Road – Construction and Widening from Greens Road to Pacific Drive – The contract has been awarded and works have commenced on site.



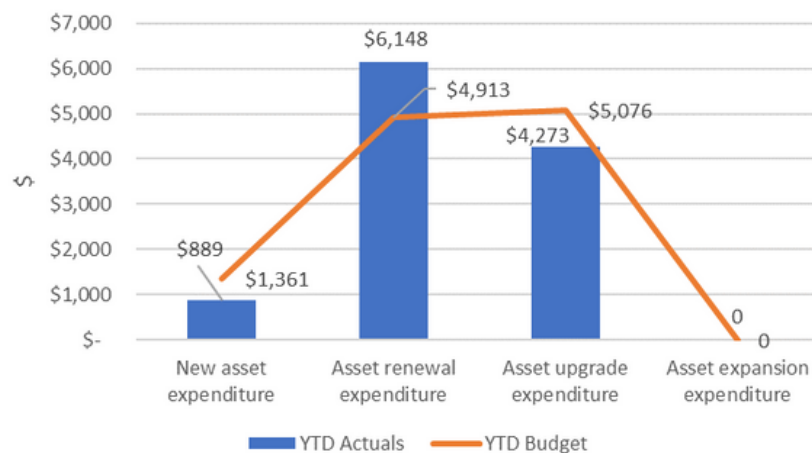
Keysborough South Community Hub Site



Dandenong New Art

Expenditure

Year-to-date Capital Expenditure (\$'000)

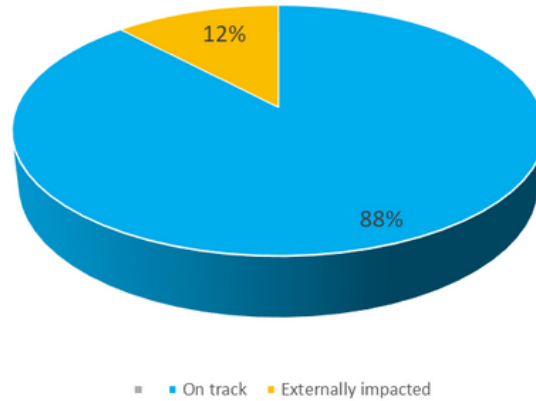


The capital program has experienced underspend due to project delays including delays in permits/approvals. Efforts will be made to adjust spending to strengthen the year end financial position.





Part A:







Annual Plan Progress







Strategic Objective 1: A socially connected, safe and healthy city








Action	Comment	Progress
Implement the Year Four actions of the 'Make Your Move' Greater Dandenong Physical Activity Strategy 2020-30 to improve health outcomes for our diverse and multicultural community	12 of 18 actions have commenced. A range of community programs and activities were delivered with key stakeholders including Go Soccer Mums, a water safety program for people from CALD backgrounds, a community forum on accessible sport, and ongoing support of sports clubs with the Fair Access Policy rollout.	
Partner with Melbourne City Football Club and City in the Community to develop and deliver aligned programs that focus on community outreach, engagement, participation and business networking.	Ongoing programs and initiatives have been conducted. A draft MOU is in progress to formalise partnership and collaborations.	
Commence implementation of the Climate Change Community Engagement and Mobilisation Plan	Implementation of the Climate Change Community Engagement and Mobilisation Plan will commence in January 2024.	
Increase and promote meaningful volunteering opportunities within Council and recruit, support and recognise Council volunteers	New volunteers were recruited for Meals on Wheels, Gardens 4 Wildlife, Day Trip, Literacy Program, Conversation Circle, the Jan Wilson Community Centre. Volunteers supported the Snowfest and Little Day Out events.	

Action	Comment	Progress
Work with strategic partners and key stakeholders including the Department of Health, Monash Health and the South East Public Health Unit to address Victorian and local health priorities	Council was an active member of the Prevention Practice Exchange Advisory Group facilitated by the Department of Health South Region Prevention and Population Health team. Council officers have also participated in various healthy eating and active living initiatives through Monash Health's Healthy Sports Club initiative, Cancer Council's Vic Kids Eat Well and South East Food and Nutrition Network.	
Implement the agreed key recommendations from the Future Directions for Council's Community Transport Program Project	As part of Seniors Festival 2023 the amount and range of day trips have increased. Two loop trials have occurred with the feedback from those trials influencing the development and implementation of future loop trials by the end of 2023. Some vehicles in the community bus fleet have been updated ensuring accessibility to the local community.	
Undertake community consultation and development of an Options Paper that determines the future role of Council in the provision of home support services	Council commenced a review into the Future of Aged and Disability Services in mid-September. Technical expertise has been engaged to develop the options that will inform the Deliberative Panel process that commences in late October. Council will then consider the recommendations of the Deliberative Panel in making their decision early in 2024 as to Council's future role in Aged and Disability Services.	
Support and encourage older residents to understand the importance of developing and maintaining social connection through support to seniors clubs and groups and increasing the range and number of social activities provided by Council.	A "Social Connections in Older People" survey was conducted with older people and the results of this have formed the program on offer for the Seniors Festival 2023. A booklet is also being developed and will encourage older people to participate and make connections through social activities	

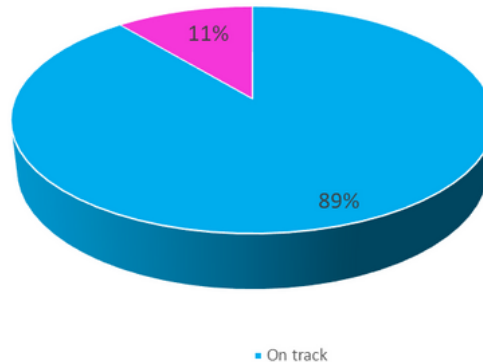
Action	Comment	Progress
Actively collaborate with the Orange Door and Southern Area Family Partnership to support vulnerable families to address/prevent family violence	Youth and Family Services continue to work with the Orange Door and the Southern Area partnership and continue to meet funding obligations in engaging and providing interventions to vulnerable families.	
Implement the Youth and Family Services Strategy Year Three action plan	Youth and Family Services are on track under the 5 priority pillars of the youth and family strategy including: Lead and Advocate, Engaged and Valued, Learn and Work, Health and Wellbeing and Safe and Inclusive	
Implement Year Three of the Children's Plan	Implementation of the Year 3 action plan has commenced.	
Provide information and support to local residents with a disability and their families to successfully find the necessary supports to assist them to actively participate in community life including employment opportunities, how to access the NDIS and support for carers.	Community Care is working with all potentially eligible HACC PYP clients to navigate and access the NDIS. Additionally, Council is participating in several local disability networks focused on increasing access to supports and employment.	
Deliver preventative health activities to Aboriginal and Torres Strait Islander families through the New Directions project	The New Directions Project has delivered a large number of preventative health activities to Aboriginal and Torres Strait Island families including the Koorie Maternity Service Early Parenting Yarning Group, Kirrup Playgroup.	
Implement the VicHealth Local Government Partnership health promotion modules, incorporating the Vic Kids Eat Well and Healthy Kids Advisor initiatives	The VicHealth Local Government Partnership is in its second year of operation with multiple health promotion modules continuing to be delivered including: the newly formed local anti-racism network, support of the Connecting to Country program for young local First Nations people, delivery of the local 'Get Active Get Moving' campaign to support active travel among children, delivery of a local This Girl Can campaign each year, and work on the partnership agreement with Monash Health and South East Leisure (SEL) to ensure all sporting facilities embed healthier food and drink options.	 13

Action	Comment	Progress
Support the mental and physical health of children, young people and their families through preventative health initiatives and responsive interventions	Family Services engaged 46 families and 90 children, providing a total of 3,497 contact hours of support. 55 intake enquiries were responded to, providing information and referral to young people, families and professionals. Individual support was provided to 17 young people via phone check-ins.	
Work with the Alliance for Gambling Reform to implement initiatives that reduce the level of gambling harm	Council participated in a formal consultation with the Alliance to refine its submission to the State Government on pre-commitment, shorter spin times, and reduced opening hours and codes, and presented its own submission on these topics to support the Alliance's advocacy objectives.	
Promote gender equity and support and implement initiatives to address and prevent family violence with the municipality.	Collaboration has occurred with Women's Health in the South East (WHISE) on the topics of women's mental and reproductive health. An application for funding under the 'Free from Violence Local Government Program 2023-26' has been prepared and submitted to the State Government and the analysis of the findings of the 2023 staff Gender Equity Action Plan survey has commenced.	
Proactively deliver and support initiatives that raise young people's awareness of harmful alcohol, vape/tobacco and other drugs use	Workshops were delivered to secondary schools including Party Safe, Cyber Abuse and Vape Workshops, Health campaigning via co-design addressing drugs and alcohol, and Vape and knife crime.	
Coordinate tobacco control activities to meet service and funding requirements in accordance with the Municipal Association of Victoria service agreement	29 education visits were conducted this quarter. 97.4% of premises were found to be compliant. 1 Hospital inspection took place.	
Work with key stakeholders to deliver a 'Functional Zero' model of homelessness in Greater Dandenong	Council continues to partner with Launch Housing to deliver the Dandenong Zero Rough Sleeper program. Long term housing outcomes for the program are being hampered by the lack of suitable accommodation options available and the capacity of specialist support services unable to take on additional case management loads through their existing funded programs.	 14




Action	Comment	Progress
Increase access and availability of social housing stock in the city by activation of Council and community assets for delivery of social housing, and advocate for increased State and Federal Government provision	Council officers lodged a submission to the Victorian Parliamentary Inquiry into Rental and Housing Affordability with a series of recommendations made to improve rental and affordable housing outcomes. In partnership with Wayss a Homeless Week event was held with the event supported by local community agencies. Officers also attended the Housing and Homelessness National Community of Practice event held at Melbourne Town Hall during Homelessness Week.	
Complete Keysborough South Community Hub Strategy and develop an Action Plan	The Keysborough South Community Hub Strategy has been developed and Council are currently working towards an engagement plan. Future consultation will be progressed in line with the engagement framework. Construction on the project has commenced following permit approvals.	
Implement the Springvale Community Hub Action Plan	Activities include a residency with the Burke and Beyond Band which has seen them perform at community events such as the Hub's 3rd Birthday Celebration. The Hub has also supported a range of activities including Reconciliation Week and the Mid-Autumn Children's Lantern festival. Council are also actively engaging with internal and external partners to make the Hub a safe and welcoming space.	
Improve the lives of those experiencing poverty in our community through implementation of Council's Anti-Poverty Strategy	The incidences of people presenting for support for the first time has increased with no agencies reporting a return to pre COVID numbers of people seeking help. Council in partnership with enliven is utilising the Multicultural Engagement Network to spread information into the community on the dangers of 'after pay' and 'pay day loans' and promoting Ask Izzy for further sources of support. An event is planned for 27 October highlighting activities people can do for themselves to reduce costs in their home.	




Action	Comment	Progress
Create safer spaces and improve actual and perceived levels of community safety within the municipality	Two Community Safety Forums were held this quarter. Senior local officers from VicPol provided an overview of emerging safety themes and specific tasking operations to residents in attendance. Responses covered youth offending, rising incidences of theft of alcohol, people affected by drugs and/or alcohol, abandoned 'squat' houses and reports of racism.	

Strategic Objective 2: A city that respects and celebrates diversity, our history and the arts

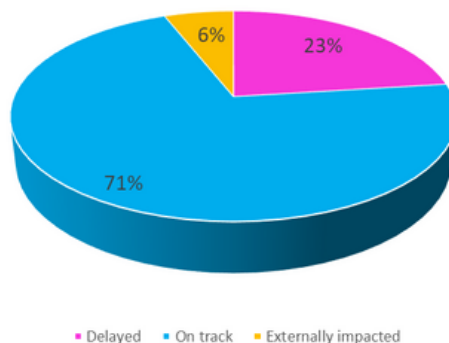


Action	Comment	Progress
Deliver a range of major festivals, events and program across the City which celebrate the diversity of cultures within our community.	Four major festivals, events and programs across were delivered the City which celebrate the diversity of cultures within our community, including Springvale Snow Fest (engaging 33,000), Greater Dandenong Children's Festival (engaging 2,729), Little Day Out (engaging 8,000) and Deckchair movies (engaging 600).	
Support appropriate event applications from community/corporate event organisers in planning and delivering festivals and events across the municipality	Event applications for 37 community events and 26 council events were supported. This includes 44 completed events and 19 events that were cancelled, postponed or changed during the event permit process.	
Support and promote LGBTQIA+, anti-racism and gender equitable initiatives throughout the community.	Council officers supported Chisholm Institute for Wear it Purple Day by participating in an on-campus event. Officers provided students with LGBTQIA+ resources and spoke with students about ways in which Council can promote inclusivity and show greater support for rainbow communities. Some common themes which were raised during these conversations included Council hosting more public facing events and providing more opportunities for younger LGBTQIA+ members to participate in the community.	






Action	Comment	Progress
Support and advocate for the rights of people seeking asylum and refugees as part of the 'Back Your Neighbour' campaign	<p>The last meeting of the Mayoral Taskforce Supporting People Seeking Asylum had presentations from representatives from the Refugee Council of Australia (RCOA) detailing their current advocacy areas, and presentations from the Iranian Women's Association reporting challenges for Iranian people seeking asylum with long wait times for appeals and protection applications.</p> <p>Additional activities have focused on preparing and lodging a Taskforce submission to the Federal Government's Multicultural Framework Review and drafting an updated BackYourNeighbour Campaign Strategy and Communication Plan.</p>	
Promote reconciliation by implementing Council's Reconciliation Action Plan (RAP)	<p>Activities included:</p> <ul style="list-style-type: none"> -NAIDOC Week celebrations – Dandenong Market event -Delivery of a National Aboriginal and Torres Strait Islander Children's Day event in partnership with VACCA, Casey Council and Casey Gathering Place with over 800 children attending. -Launch of the Muderra Way asphalt artwork calming project, in partnership with Bunurong Land Council and State Government -Delivery of community educational and information programs within the municipality in accordance with Council's endorsement of the Yes Campaign for the Referendum. -Consultation with Reconciliation Australia and Bunurong Land Council confirming that Council is clear to proceed with the development of a third Innovate RAP Plan. 	
Progress the Dandenong New Art Gallery and associated PEP redevelopment	<p>Works are progressing on the gallery with the current focus on underground and external works and internal super structure works. There have been some project management delays associated with this project.</p>	






Action	Comment	Progress
Implement the Arts, Culture and Heritage Strategy 2022-26	<p>Key highlights:</p> <ul style="list-style-type: none"> -875 views for eHive Flashback Friday social media post. - 83 attendees for Heritage Hill tours and public program. - 21 arts events, workshops and creative engagement opportunities delivered online and in person via Walker St Gallery. - Hosted WILAM BIIK First Nations exhibition - Distribution of approximately 700 'At Home Gallery' arts kits via cultural venues, festivals and events. - 2,368 visitors to Walker St Gallery across workshops, public programs, event, venue hire activities and performances. 	
Complete a review of the existing sites covered by the Heritage Overlay within the Planning Scheme	<p>The review of the Heritage Overlay commenced in May 2023. A report and recommendation from the Heritage consultant has recently been received and is being reviewed by officers. A report on the outcomes and recommendations will be prepared for Council.</p>	
Implement the Greater Dandenong Libraries Strategy 2022-26	<p>123,362 people attended Springvale Library and 95,904 visited Dandenong. The total number of visitors was 219,266, a 29% increase on Q1 last year. The "Little Library" locker at Menzies Avenue in Dandenong North structural works were completed. Borrowing of physical items is up 2% on this time last year. 360 programs were run with 7,612 attendees.</p>	




Strategic Objective 3: A city of accessible, vibrant centres and neighbourhoods



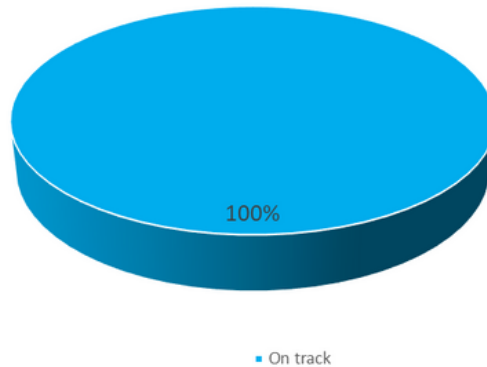
Action	Comment	Progress
Conduct a comprehensive review of the Dandenong Visitor Attraction Action Plan and implement actions identified that will increase the number of visitors to the city in support of local businesses and the economy, raise awareness of the City as a destination, and promote the unique features and attractions to potential visitors.	The scope for the review includes refreshing actions within the existing Dandenong Visitor Attraction Plan with emphasis on a smaller number of initiatives that deliver on visitation aspirations.	
Deliver the Greater Dandenong Regional Food Strategy through the successful implementation of the 12 month action plan for 2023-24	46 businesses were assisted with various issues and 10 business visits were undertaken. A report to determine what actions are next for the Regional Food Strategy has been prepared with discussions for next steps to take place shortly.	
Deliver the Tourism Strategy through the successful implementation of the 12 month action plan for 2023-24	Food and Cultural Tours continue to be promoted across Greater Dandenong. Options for a specific tourism website or dedicated tourism pages on the Council website are currently being investigated.	
Commence construction of a new aquatic and wellbeing centre to replace Dandenong Oasis at Mills Reserve subject to Council funding approval.	The design process is complete and procurement documentation being finalised along with the Procurement Strategy. A Project Management Framework is being developed to support the implementation of the next phase of the project. There have been some project management delays associated with this project.	 20



Action	Comment	Progress
Continue to plan for the development of a new table tennis centre in Greater Dandenong in partnership with key stakeholders.	The Greater Dandenong Table Tennis Centre Feasibility Study is progressing and will be subject to further Council consideration.	
Advocate to the State Government to create a State and Local Government Task Force to address inconsistencies in the standards of social housing providers	Preliminary meetings have been held with State Government departments, neighbouring Councils and social housing providers to gather interest in being part of the Task Force. A formal meeting to discuss members and Terms of Reference has been planned for Q2.	
Progress the Environmentally Sustainable Design 2.0 Planning Scheme Amendment	The Environmentally Sustainable Design 2.0 Planning Scheme Amendment was submitted to the Minister for Planning for authorisation in July 2022. The Minister for Planning has advised that the Planning Scheme Amendment remains under active consideration although further time will be required prior to a decision. In mid-June it was confirmed with the DTP that Planning Scheme Amendment remains under active consideration by the Minister.	
Progress the Sandown Redevelopment Planning Scheme Amendment	The Sandown redevelopment Planning Scheme Amendment has continued to progress. The amendment was submitted to the Minister for Planning for authorisation on 9 September 2022. DTP have requested further information regarding the proposed amendment from the Melbourne Racing Club (MRC). Council officers have been working with the MRC to update all relevant documents and provide a response back to DTP.	
Develop a Place Activation Plan to increase the attractiveness and vibrancy of Greater Dandenong's activity centres	The focus in 2023-24 is on developing an Activation Plan for the Dandenong Activity Centre. Planning and project scoping will commence in Q2.	




Action	Comment	Progress
Advocate for public transport initiatives identified in Council's Greater Dandenong Public Transport Advocacy Statement	Council officers, via the South East Melbourne Integrated Transport Group, have met with Department of Transport and Planning Bus team regarding the Victorian bus plan rollout and how council may be able to engage with the bus team to advocate for public transport improvements.	
Advocate for, plan and deliver improved active transport networks and initiatives	Planning for the delivery of the Active Transport Infrastructure program has begun. Some projects may have a delayed start due to aligning with other works in the vicinity. TAC applications have been submitted for the Local Government Grants Program.	
Roll-out a high priority local road program within Dandenong South, including the Dandenong South Industrial Area Extension Structure Plan's Transport Network	Civil works on Abbots Road are complete and signals at Abbots Road and Taylors Road will be turned on in Q2. Practical completion for the state delivered Pound Road West project is complete.	
Review the Municipal Early Years Infrastructure Plan to continue the delivery of three and four-year-old kindergarten at 15 hours working to 30 hours by 2030	The Municipal Early Years Infrastructure Plan has been updated to reflect the new SA2 Level suburbs, new planned infrastructure to be built and updated population projections. Work with the Department of Education on the new Kindergarten Infrastructure and Services Plan is underway for the roll out 30 hours of prep.	
Advocate for, and deliver, transport safety improvements and initiatives to improve road safety awareness and to mitigate road safety risks	Advocacy on key transport safety projects, including the Stud Rd / McFees Rd intersection, Heatherton Rd / Douglas St roundabout and general anti-social driving issues (i.e. Hooring) continued via various forums. Works to install traffic calming treatments on Bloomfield Road, Keysborough, were completed in September. Additionally an article on the trial Road Rules regarding the use of motorised scooters (E-scooters) was published in the September Edition of Greater Dandenong News.	






Action	Comment	Progress
Implement the Springvale Revitalisation Action Plan to improve the physical and social environment to enhance the quality of life for residents, workers and visitors, encourage economic development and investment, and foster a sense of community and social cohesion in the Springvale activity centre	Endorsement of the SRAP is scheduled for February 2024, allowing for rigorous community consultation during Q2. This round of community engagement will provide the opportunity to present feedback received during Phase 1, review and discuss the ideas that have been identified and seek input around project prioritisation.	
Develop and implement the Noble Park Revitalisation program to enhance the quality of life for residents, workers and visitors by improving their physical and social environment, encouraging investment and economic development, and fostering a sense of community and social cohesion within the Noble Park activity centre	The current round of uncompleted projects funded by Noble Park Revitalisation Board are currently being rolled out. This includes the Our Street calendar of activation series, Laneway Activations and Ian Street Façade improvements. Applications are currently being prepared for the next round of funding for the Revitalisation Board meeting in November.	
Facilitate Development Victoria/Capital Alliance investment project in the Revitalising Central Dandenong Foster Street precinct	Capital Alliance submitted the Master Plan for sites 11 to 15 Foster Street precinct to the Department of Transport and Planning (DTP) in January 2023. The next steps of the project are dependent on the outcome of the Master Plan submission to DTP which is currently pending.	





Strategic Objective 4: A green city committed to a sustainable future






Action	Comment	Progress
Finalise review and update the Waste and Litter Strategy	In recent years there have been significant developments in the waste and recycling sector that have directly influenced the manner in which Council delivers services to the community. These include the emergence of advanced waste treatment methods, the introduction of glass bins, adjustments to collection frequencies, the implementation of export bans, the launch of Recycling Victoria (RV) initiatives, the inception of the Container Deposit Scheme (CDS), and increases in dumped and problematic waste. These changes have now been incorporated into a revised draft strategy that will be finalised over the next 6 months with a view to formal approval and adoption by Q4.	
Implement the Open Space Strategy 2020-30	The development of draft concept plans and community consultation processes commenced in Q1 on a number of capital improvement projects including playground designs at Springvale Reserve, Pitman Reserve and Vivien Reserve. Concept designs which include playgrounds and informal recreational facilities are also underway for Madison Reserve, Bakers Reserve, Browns Reserve and Thornton Reserve. Planning has commenced on the shade sail designs for the Burden Park playground and Tyers Lane Reserve (Westwood Boulevard). The Springvale Reserve Master Plan has been completed, with a Council report scheduled for October 2023. The new Frederick Wachter Reserve district playground and the final stage of the Tattersson Park playground upgrade opened to the community in Q1.	

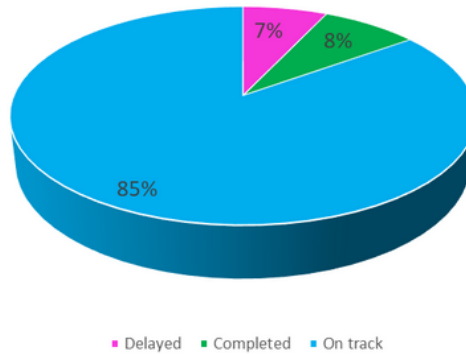
Action	Comment	Progress
Undertake tree canopy coverage audit	The tree canopy coverage audit project has commenced and an assessment of canopy coverage consistent with the methodology used in previous audits will be undertaken.	
Implement the Urban Forest Strategy 2021–28 and Green Wedge Management Plan	The raising of community awareness on the importance of tree canopy is led by a priority objective for the design and upgrade of the open space projects that have capital improvement funding in 2023–24 to increase the number of trees that will be planted in Council reserves. The implementation of the Green Wedge Management Plan is supported by the planning for equestrian trails and supporting DEECA's proposed Patterson River Master Plan which envisages the naturalisation of Patterson River and lower reaches of the Dandenong Creek inclusive of connective paths.	
Implement the Tree Protection on Private Land Local Law and undertake a community education program	Certification of the Local Law will be received on 30 October 2023 and will be gazetted in November 2023 at which point the Local Law comes into effect. A community education program consisting of an online communication plan, flyers and community sessions is in the process of being drawn up and will commence at the beginning of November 2023.	

Action	Comment	Progress
Implement the Biodiversity Action Plan 2021-26	Implementation for the delivery of the Biodiversity Action Plan is currently on track. The focus for Q1 has been engagement with the community and local schools, including two National Tree Day Events and the delivery of the inaugural One Tree per Child Program.	
Implement the Cat Curfew in line with the Domestic Animal Management Act	A subsidised cat desexing program was promoted with over 90 additional cats having been de-sexed, microchipped and registered with the City of Greater Dandenong through this program. As soon as new funding is received further sessions will be offered. An online communication plan, flyers and community sessions are on track to be launched in November 2023 in preparation for the proposed Cat Curfew enforcement date of April 2024. Officers are promoting in person education to community members along with industry business partners such as The Lost Dogs Home.	
Develop a strategic register of sites for potential open space acquisition	Officers have commenced researching methodologies and a system for the identification of potential open space acquisition sites.	
Commence the review of the Playground Strategy 2013-23	Initial project planning for the review of the strategy has commenced.	
Implement year six of the Greening Our City: Urban Tree Strategy 2018-28	Implementation for the delivery of the Urban Tree Strategy is currently on track. The focus for Q1 has been tree planting within streets and parks.	




Action	Comment	Progress
Implement the Electric Vehicle Transition Plan	Implementation of the EV transition plan is well underway. All chargers at the Operations Centre are commissioned and operational. Trials of EVs continue including EV footpath sweepers and several small plant have been procured. There have been minor delays in the commissioning of the chargers at Thomas street carpark which are expected to be completed by the end of the calendar year.	
Work with partners and key stakeholders to support increased community awareness of climate change risks and their ability to respond	The Sustainability team assisted the Emergency Management team in orchestrating a heatwave preparedness drill. This event focused on proactive risk management through a climate change lens and united council representatives, emergency services organisations, and community members. The event clearly demonstrated the need for preparedness and personal agency in managing climate change risks to improve the overall resilience of the community.	
Support local business efforts to respond to their climate change risks by informing them of relevant State and Federal Government policies and programs	News regarding businesses at the forefront of innovation for sustainability is shared regularly, aiming to inspire and engage the broader business community. Information is disseminated through the eNews and Talking Business Magazine, with the goal of encouraging other businesses to follow suit.	
Deliver the Sustainability Festival	Preparations are underway for the 2024 Sustainability Festival with the main event scheduled for Sunday 25 February at the Dandenong Market. The central theme for the 2024 Festival will be "Urban Heat" – a pressing issue. The focus will be to provide informed sessions on the challenges and solutions related to urban heat, ensuring that the community is equipped with knowledge and actions to take to improve their resilience.	





Action	Comment	Progress
Implement the Climate Emergency Strategy, Sustainability Strategy and climate emergency declaration	A notable achievement is the acquisition of the much-anticipated Environmental Education electric van, the LDV eDeliver9. This state-of-the-art vehicle, fitted with custom features such as 140W solar panels and a mini wind turbine represents a tangible commitment to sustainability education. Designed to be interactive and engaging, the van will be instrumental for the Parks, Waste, and Sustainability teams in their efforts to educate the community on climate change and sustainability.	
Working with key internal and external partners provide our older residents and residents with a disability with information on the impacts of climate change and possible ways to mitigate these impacts	Community Care has completed planning to assist all clients in preparing for summer heatwave conditions. This includes the provision of written information on preparing for summer heatwaves that will be distributed in November/December. All clients will also be contacted over October/November to check on whether they have fans/air-conditioning in their homes and that their contacts numbers and emergency contact numbers are up to date in case of an emergency situation.	
Advocate to the Environment Protection Agency to undertake regular air and water quality assessments to protect the health of our community	Council officers are working closely with the EPA to undertake air quality assessments in the Keysborough and Dandenong South suburbs. Combined multi-agency compliance inspections of the worst-performing industrial businesses in the Dandenong South Industrial 2 Zone have been undertaken to ensure increased performance against the conditions of permits to reduce environmental harm. A meeting was held between the CEO of the EPA and Council's CEO to improve communication with Council and the community coming from the EPA.	





Strategic Objective 5: A city that supports entrepreneurship, quality education and employment outcomes



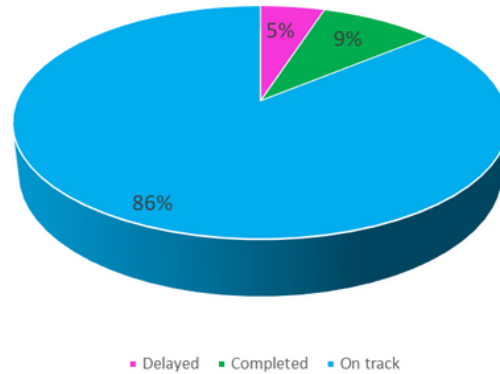
Action	Comment	Progress
Drive the ongoing implementation of the Local Economic and Employment Development Strategy	Implementation of the Local Economic and Employment Strategy continues with a focus on business education and skills development through the starting your business programs. Work will commence shortly for the refresh and development of an updated strategy.	
Manage, support and deliver activities that strengthen the capability and capacity and jobseekers in our community facing multiple barriers to employment.	The Greater Dandenong Regional Employment Taskforce incorporates oversight and governance of the GameChange project. This project has occupied the majority of the Taskforce' focus this quarter and will continue over the coming months. Members continue to share their intelligence as to what is happening on the ground which enables Council to identify any gaps in services that may need to be addressed. Members of the taskforce are also involved in the GSEM Jobs and Skills committee to enhance the collaboration between our organisations.	

Action	Comment	Progress
Deliver youth programs and initiatives that promote youth voice, build leadership capability and skills that enhance employment	<p>The following programs were delivered to promote youth voice, build leadership capability and skills that enhance employment including:</p> <ul style="list-style-type: none"> • Young Leaders program (179 contacts) • FReeZA events committee (127 contacts) • Inclusive Youth Ambassadors (43 contacts) • Proud to Be (26 contacts) A funded, community awareness project, co-designed with young people to challenge stigma and discrimination against culturally diverse members of the LGBTIQ+ communities • Diversity Rise Youth Forum (80 contacts) A Young Leaders Project designed to further understand the experiences of local young people of R&D and empower young people to use their voice to speak up. 	
Maintain support, collaboration and board participation of SEMMA	<p>The SEMMA Annual General Meeting was held in August with representatives from Council attending. Council continues to maintain its support and seeks to work collaboratively with the board and engage in SEMMA activities.</p>	
Deliver a range of networks, common interest groups and targeted activities that have relevance and impact for local manufacturers, including exposure to global issues and international opportunities	<p>Some site visits and a variety of topics have been addressed by a diverse group of presenters across the various network groups. These included a Quality Clinic; Leveraging Capability Mapping; Neuropsychology for Motivation and Decision Making; Digital Manufacturing Maturity – where are you on the journey?; Unlocking Team Effectiveness, and Serious Incidents</p>	





Action	Comment	Progress
Deliver key events that showcase women in business including International Women's Day and facilitate the SEBN Women in Business Network	Since the establishment of the Women in Business steering committee in May, the WIB network has gone from strength to strength. A new program has been put together incorporating more collective thinking and discussion on topics of interest and slightly less emphasis on presentations. Preparation will commence shortly on the 2024 International Women's Day event.	
Review the Family Day Care Business and Marketing Plans to maintain market share and community expectation	The Family Day Care Business Plan has been reviewed, competitor analysis completed and the service levy adjusted according to market share and the CPI increase. Professional development training has been completed by 115 educators with a focus on updates to the new National Quality Framework.	
Guide the 'collective impact' phase of CR #2: GameChange towards a community-led jobs and skills system, strengthening pathways to economic participation (SPEP)	The Backbone team of GameChange has been supporting multiple Priority Action Group projects to come to fruition. These projects are led and designed by community project teams to trial solutions to some of the myriad employment issues of our region. Projects included two Community Support Fairs, 'Learn from a Local Employer' forum series, beta-testing of Greater Dandenong Connect, supervision and research project for online jobseeker support system, eight employer case studies and preparation for the "Work Link" employment hub. Results and findings will be launched, along with remaining projects, in early 2024.	
Successfully deliver an annual Ignite Program for local entrepreneurs who have recently started their business or are looking to get a business idea off the ground	The Ignite program was run in August with an intensive 4-week program designed to equip participants and aspiring entrepreneurs with the essential training, tools, mentorship, and resources necessary to kickstart their entrepreneurial ventures. Key topics included action plan development, financial management, risk mitigation, and innovation strategies.	






Action	Comment	Progress
Deliver initiatives which provide opportunities for young people to gain skills and experience that enhance their employment opportunities, including Schools-Industry 'Lunch with the Winners' annual event with SELLEN	A successful 'Lunch with the Winners' was held in September in partnership with SELLEN with approximately 100 students, teachers and local businesses in attendance. This year the focus went back to manufacturing with Bosch as the keynote speaker together with a young local apprentice who shared his journey to work.	
Facilitate and deliver the fundraising event 'Take a Swing for Charity' Golf Day in collaboration with industry partners	Work has commenced on the 2024 'Take a Swing for Charity' Golf Day and new sponsors are being sought following the successful 2023 event. The venue has been booked and existing sponsors are exploring options for the recipient charity, which is due to be announced at the SEBN Christmas Industry breakfast on 30 November.	
Partner with SEMMA, the Chamber of Commerce, local business and industry to facilitate and inform the business community on the transition to a net zero economy.	SEBN continues to work with industry to raise awareness and inform them of programs, funding opportunities and keynote presentations on a range of topics to move them closer to carbon neutral environments and meet the legislative and contractual requirements that continue to grow. Reducing waste to landfill is a key element of this education.	
Advocate for the establishment of a Revitalising Central Dandenong Taskforce/Board with representation from Government, agencies and other influential stakeholders, to identify, support, and deliver targeted renewal initiatives for improved economic and social outcomes	The current focus is centred on the Capital Alliance project for Sites 11-15 in Dandenong. Once the outcome of the Master Plan submission to the Department of Transport and Planning is known, strategic direction on next steps around advocacy can be developed.	







Strategic Objective 6: A Council that demonstrates leadership and a commitment to investing in the community







Action	Comment	Progress
Improve access to, from, and within major Activity Centres, including the management of parking, harnessing modern and smart technologies to build on existing capacity	Parking sensors in Springvale Activity Centre have been installed and are fully operational. Initial enquiries investigating the potential to install real-time parking availability signage at key locations throughout both the Dandenong and Springvale Activity centres have been made.	
Conduct a comprehensive review of the 10-year Activity Centre Capital Improvement Program including evaluation of ongoing projects, identification of any changes in community needs or priorities, and ensure the program is aligned with the strategic goals and objectives of Council.	External benchmarking has been undertaken with five LGA's to understand co-ordination levers, challenges, roles for placemaking teams and process improvements. A small working is being assembled in Q2 to recommend options for the review scope.	
Encourage the voice of children and young people through the facilitation of the children's and youth forums and advisory groups to inform planning and policy development.	7 Junior Advisory Group meetings were held at Springvale Rise, Lyndale Greens and St Anthony's Primary Schools for 98 children to support planning and policy development. 12 children's advisory group members supported the Little Day Out to engage 7000 community members.	

Action	Comment	Progress
Enhance Council's customer interactions through the development of a Customer Experience (CX) Strategy	Work on the development of Council's first CSX Strategy has commenced. Planning is underway and desktop research has been undertaken, along with benchmarking against a number of other councils. Customer research to inform the strategy will be conducted in October and November.	
Undertake a review of Council's information technology systems to identify gaps in the organisation's digital capability	The organisation's digital capability has been thoroughly examined by Digital Frontier Partners (DFP). A detailed report that covers the current state of Council's IT systems, the gaps and challenges that need to be addressed along with potential solutions and opportunities that can be pursued has been produced. DFP presented the findings to Councillors and the next step is to evaluate the report's recommendations and devise an action plan to address the issues in a timely and cost-effective manner.	
Review the Business Classification System to better meet Council's record keeping practices and responsibilities	A working group has been established to begin the process of reviewing the current structure of the Business Classification System and to make preliminary suggestions on any changes or amendments.	
Completion of Council's annual approved Capital Works Program	Approximately 47% of the capital program has been committed to date. This includes completed works as well as those contracted and underway.	






Action	Comment	Progress
Develop an investment attraction program to encourage investment within the Dandenong, Springvale and Noble Park activity centres	Approval and funding for the "Brand Dandenong" project have been secured. Prior to its initiation, an Economic Profile must be established to steer the project's direction. The project scope and consultant's brief have been prepared for Expression of Interest (EOI) submissions.	
Pilot new wearable technology to prevent musculoskeletal disorders and injuries	The pilot of new wearable technology to prevent musculoskeletal disorders (MSD) has been completed. The results of the trial indicate the technology and program to be of great benefit in identifying MSD risks and the prevention of injury. Council will continue with the program and implement the technology in high risk areas of work.	
Introduce psychosocial programs to identify hazards to manual handling and psychological health	The review of controls has been conducted and the feedback is currently being collated and examined by the program's 'Risk Management Team'. Once the feedback has been thoroughly reviewed, a report to senior management will follow.	
Drive innovation through Council's Service Improvement Program	Recruitment processes and better communication across the organisation are current topics for the internal innovation working groups. Leadership forums are moving to quarterly to better support people leaders.	
Implement a Policy Development Program to ensure the currency of Council policies	A Policy Register has been developed and is ready to be fully implemented once the organisational restructure is finalised.	

Action	Comment	Progress
Maintain transparency of Councillor expenses as required under the Council Expenses, Support and Accountability Policy.	Councillor expenses are updated as soon as they are received and made publicly available via Council's website.	
Comply with the auditing and reporting requirements of the Gender Equality Act 2020 including the implementation of the Gender Equality Action Plan	The gender audit is nearly complete and the People matter survey has been conducted with an increased response rate of 42%. The results will be made available in February. Reporting is on track to be received by the Commission for Gender Equality in the Public Sector by the reporting date of 20 February 2024.	
Comply with the requirements of the Child Safe Standards	Council's Code of Conduct is being updated to include new Child Safety Standards. The Appropriate Workplace Behaviour Policy is being updated for changes to anti-discrimination legislation. Training on anti-sexual harassment is currently being rolled out across Council and work on conflicts of interest in recruitment is underway following audit advice.	
Meet budget revenue targets for all commercial properties.	Revenue actuals are slightly under budget targets this quarter.	
Develop a Strategy Framework to streamline Council's planning and future focus	Work has commenced on developing a framework which ensures Council's strategies and policies align to the key themes of the Community Vision and Council Plan. A review of existing documents will occur in Q2 to determine any in need of revision and to identify where consolidation may be possible.	
Review Council's Long Term Financial Plan	The Long Term Financial Plan process will commence in the second quarter of 2023-24.	







Action	Comment	Progress
<p>With the community, strengthen engagement, build capacity and accessibility to Council's grants programs</p>	<p>Council's Community Support Grants Program (CSGP) 2023 Round 1 went to Council for decision in July with outcomes and agreements processed by the team.</p> <p>The Community Support Grants Program (CSGP) 2023 Round 2 was widely promoted throughout July and August, receiving a total of 63 applications, 38 Community Development submissions and 25 Arts, Festivals and Events which is an increase on applications received through CSGP in round 2 by 3% from this time last year. Council delivered three grants information sessions which included online, in person and hybrid options. 44 applications were received through the Community Response Grants Program. The Draft Community Grants Program Policy has been developed and is ready for release for public exhibition and final consultation.</p>	
<p>Implement a Revenue Optimisation Plan to enhance existing revenue streams and identify new options</p>	<p>A review of income streams to optimise the amount of revenue that can be generated from services and facilities is underway and the process includes analytics of existing streams and benchmarking, pricing suitability and revenue optimisation opportunities and staff insights. A first draft of the report is expected towards the end of October.</p>	

Action	Comment	Progress
Coordinate and conduct four Municipal Emergency Management Planning Committee (MEMPC) meetings with key stakeholders and agencies	<p>MEMPC meetings are chaired by Council with committee representation from Victoria Police, Fire Rescue Victoria, Country Fire Authority, Victoria State Emergency Service, Ambulance Victoria, Australian Red Cross, Victorian Council of Churches Emergency Ministries, Monash Health, South East Water, Department of Health, Department of Families, Fairness and Housing, Emergency Recovery Victoria, Environment Protection Agency and Forest Fire Management Victoria. The last meeting was held on 22 August and included completing the Community Emergency Risk Assessment (CERA) facilitated by Victoria State Emergency Service.</p>	
Implement, monitor and review progress on mitigation strategies to risks identified via the Community Emergency Risk Assessment (CERA) – Heat/Health, Floods and Storms, and Pandemic	<p>The latest Community Emergency Risk Assessment (CERA) was completed on 22 August by members of the Municipal Emergency Management Planning Committee (MEMCP) and invited subject matter experts from local major hazard facilities and various Council departments.</p> <p>The results indicate that Heatwaves, Storms, Floods and Pandemics pose the greatest risk to the Greater Dandenong community. Our Municipal Emergency Management Plan (MEMP) details the local mitigation, response, relief and recovery arrangements for all emergencies and sub plans are being updated for Heatwaves, Storms, Floods, Pandemics and Fires.</p>	




Reshaping Greater Dandenong

Action	Comment	Progress
SUSTAINABILITY – We will deliver on our community vision in a financially sustainable manner		
1.1 Undertake a review of Council's 2 major projects (Dandenong Wellbeing Centre – DWC and Dandenong Community Hub – DCH) with a view of postponing one and to ensure Major Projects remain within budget parameters.	Council has included funds in the 2023-24 budget for the design and documentation process of the Dandenong Community Hub. The project will be reviewed as this phase progresses. The Dandenong Wellbeing Centre design has been progressed and procurement documentation is now being finalised. A Project Management Framework review has been completed to ensure the project budget remains within acceptable budget parameters.	
1.2 Explore new revenue streams/optmise existing revenue streams to implement a Revenue Optimisation Plan.	A review of income streams to optimise the amount of revenue that can be generated from services and facilities is underway and the process includes analytics of existing streams and benchmarking, pricing suitability and revenue optimisation opportunities and staff insights.	
1.3 Explore Private Public Sector Partnership (PPP) model for major projects e.g. Dandenong Community Hub (DCH)/Multicultural Hub.	This work will commence in 2024.	
1.4 Explore Strategic Asset Sales.	It has been agreed to wait for the new council to be appointed post the 2024 election, for strategic asset sales as these processes take a few years to complete. A consultant is currently undertaking an asset sale review.	
1.5 Develop a Model of Service Review/Improvement.	Service review and improvement models are being reviewed for suitability along with an assessment of historical information to support organisational implementation in 2024	







Reshaping Greater Dandenong

Action	Comment	Progress
CUSTOMER EXPERIENCE – Improve customer experience across all touchpoints		
2.1 Undertake a Review of Customer Experience to identify current situation and assess multicultural effectiveness,	A review of the customer experience is underway to identify and assess the current situation. Customer research to inform a new CSX Strategy and Customer Experience Action Plan will be conducted in October and November. Desktop research and benchmarking against a number of other councils has commenced and will be ongoing as part of this process.	
2.2 Implement a Customer Experience Action Plan: <ul style="list-style-type: none"> digital technology KPI's – feedback system 	Work on the development of Council's first CSX Strategy has commenced. Planning is underway and desktop research has been undertaken, along with benchmarking against a number of other councils. The Customer Experience Action Plan will form part of this document.	
PEOPLE AND CULTURE – Ensure we have the right number of the right people and right ability in the right roles		
3.1 Recruitment of Director Community Strengthening	Achieved – Peta Gillies commenced in April	
3.2 Create and roll out an updated employee value proposition	Work is well underway on updating the Employee Value Proposition (EVP). In the short term edits will be made to update the current EVP with the view in 2024 to develop a new EVP focused on meaningful work research.	
3.3 Develop and implement a People Plan for the organisation:	Once the organisational functional review is completed work will continue on developing a new people strategy for CGD.	
3.4 Review organisational structure and workforce plan with focus on staff shortages and skills	Work is well underway to review the organisational structure as part of the Our Future Your Future Project. Transition to a new organisational structure will take place from 30 October.	




Reshaping Greater Dandenong

Action	Comment	Progress
COMMUNICATION, ENGAGEMENT AND ADVOCACY – National leader in communication and engagement with diverse communities		
4.1 Develop a Community Engagement Resourcing Plan, incorporating benchmarking of other LGA's	<p>A Community Engagement Action Plan to ensure compliance with the Local Government Act 2020. has been developed.</p> <p>Key focus areas and actions include:</p> <ul style="list-style-type: none"> – external benchmarking – internal capacity building and the reestablishment of the Community Roundtable – implementing a community engagement digital platform – establishing an ongoing community panel so that residents can actively participate in community engagement processes and Council decision-making. 	
4.2 Investigate translation software, use of and strategies to enhance translation services	<p>Work has commenced on investigating various translation alternatives, including software that works both for online information and in person. Google Translate is still the preferred method used for translating content on Council's website, and considered to be the most accurate. Staff have also commenced using an iPad with translation capability to decipher initial face-to-face interactions where appropriate in our customer service centres and determine the need for a translator. Follow up is underway with agencies who specialise in multicultural communications in order to improve the services we offer our diverse community.</p>	
4.3 Explore options for the community newsletter in line with enhanced community engagement/ communication	<p>Industry sector benchmarking is ongoing throughout the local government sector to identify enhancements, including best distribution methods, format, design concepts and frequency to improve our communication with our culturally diverse community.</p> <p>External research company Metropolis Research has been hired to directly ask residents, via door knocking in October, what they think of our monthly community newsletter. New design concepts have also been developed to refresh the look and feel of the monthly community newsletter.</p>	

Reshaping Greater Dandenong

Action	Comment	Progress
SYSTEMS AND PROCESSES – Fit for purpose processes, systems and technology in place for our objectives to be enabled		
5.1 Update financial delegations and thresholds to enhance speed of decision making/ effectiveness	Work has commenced and is dependent on the new organisational structure finalisation which is on track.	
5.2 Assess the capturing of Councillor correspondence in Oracle to ensure tracking of 100% of all queries	The Oracle system is not yet in place but this project will commence once this has been implemented.	
5.3 Progress our target to be a paper less organisation by 2026	Council has taken the significant step in moving to a web based solution, Doc Assembler, for Council Meeting and Councillor Briefing Session minutes and agendas to reduce its paper consumption.	
5.4 Launch customer portal/dashboard	The organisation has successfully launched a new customer portal that allows residents to access and manage their accounts online. The portal has received a high level of interest and engagement, with 900 users signing up and only 32 support enquiries being received. The feedback from users has been positive indicating that the portal meets their needs and expectations. The organisation will continue to develop and enhance the portal's functionality, adding more features and services that will benefit the residents.	
5.5 Investigate new models for a Councillor intranet	Work has commenced on this project.	
5.6 Assess our current digital capability and invest in contemporary technology and digital systems to facilitate identified opportunities for system and process improvements.	The independent expert review of Digital and IT capacity inc. Cyber Security to identify key risks, opportunities and provide a high level roadmap and improvement plan is underway. Documentation, system review and staff engagement are well progressed. A draft report is expected in early October.	

Reshaping Greater Dandenong

Action	Comment	Progress
STRATEGY AND FUTURE PLANNING		
6.1 Review Council's performance measures	Council's performance measures will be reviewed as part of the Council Plan process for 2025-29.	
6.2 Develop a set of organisational KPIs which track progress against the recommendations of the 100 Day Report	Performance against the 100 Day Report actions will be presented quarterly to Council and the community. Further work will be undertaken regarding specific KPIs as the actions progress.	
6.3 Create a framework for Council's strategies and plans which provides an integrated approach to their development and clearly articulates alignment with Council's strategic and operational priorities	Work has commenced on developing a strategy and policy framework with initial discussions being held regarding the areas where consolidation is possible and decision making frameworks drafted to assist with the creation of new documents.	

Part B:

Finance Report

Table of Contents

Key financial highlights	2
Executive Summary	3
Income Statement.....	4
Balance Sheet.....	5
Cash Flow Statement.....	7
Capital Expenditure Statement	8
Management Accounting Result	9
Notes to the Financial Statements	10
B1. Operating Income	11
B2. Operating Expenditure.....	12
C1. Current assets.....	14
C2. Non-current assets.....	15
C3. Current liabilities	15
C4. Non-current liabilities	16
C5. Net assets and equity	17
D. Cash Flow Statement	18
E. Statement of Capital Works.....	20
APPENDIX 1 - Capital Expenditure Report	21
APPENDIX 2 – Investment Analysis	25
APPENDIX 3 – Directorate Analysis	28
CGD BY DIRECTORATE	28
CEO DIRECTORATE	29
GREATER DANDENONG BUSINESS GROUP.....	30
CORPORATE SERVICES DIRECTORATE	31
ENGINEERING SERVICES DIRECTORATE.....	33
CITY PLANNING, DESIGN and AMENITY	35
COMMUNITY STRENGTHENING DIRECTORATE.....	37
NON-DIRECTORATE.....	40
CAPITAL WORKS PROGRAM.....	41
APPENDIX 4 - Operating Initiatives.....	42

Key financial highlights

Period ending 30 September 2023

	30 Sep 2023 Year-to-Date					Full Year				
	Actual	Amended Budget	Variance	Var.	Status	Original Budget	Amended Budget	Variance	Var.	Status
	\$'000	\$'000	\$'000	%	Var.	\$'000	\$'000	\$'000	%	Var.
Operating Income	59,137	57,995	1,142	2%	✓	247,868	245,723	(2,145)	(1%)	—
Operating Expenses	50,628	55,475	4,847	9%	✓	218,785	229,051	(10,266)	(5%)	—
Operating Surplus	8,509	2,520	5,989	238%	✓	29,083	16,672	(12,411)	(43%)	×
Capital Expenditure	(11,310)	(11,350)	40	0%	✓	(58,331)	(84,614)	(26,283)	(45%)	×
Non-Cash Operating Items	8,546	8,546	-	0%	✓	26,953	26,953	-	0%	✓
Loan Repayments	(889)	(889)	-	0%	✓	(3,713)	(3,713)	-	0%	✓
Loan Proceeds	-	-	-	0%	✓	6,120	6,120	-	0%	✓
Lease Repayments	(159)	(178)	19	10%	✓	(710)	(710)	-	0%	✓
Net Reserve Transfers	-	-	-	0%	✓	598	5,602	5,004	837%	✓
Current Year Cash Surplus	4,697	(1,351)	6,048	448%	✓	-	(33,690)	(33,690)	(100%)	×
Accumulated Surplus b/f	-	-	0			-	34,589	34,589		
Accumulated Cash Surplus	4,697	(1,351)	6,048			-	899	899		
Cash/Investment Holdings	206,464	<i>Not applicable</i>				143,184	160,588	17,404	12%	✓

Status legend:

- ✓ Above budgeted revenue or under budgeted expenditure
- Below budgeted revenue or over budgeted expenditure by less than 10%
- ×

Note – The Accumulated Surplus brought forward (b/f) represents funds committed to finance capital and operating carry overs from 2022-23.

Budget information

The Original Budget information contained in the report is the budget approved by Council on 26 June 2023. The year-to-date budget in this report reflects the Amended Budget as adopted by Council on 25 September 2023. The Amended Budget represents the adopted budget incorporating net carry forward capital and operating amounts from 2022-23.

Executive Summary

Operating Result

For the three months ended 30 September 2023, Council achieved a surplus operating result of \$8.51 million which is \$5.99 million better than the year-to-date budget. The main factors contributing to this result comprise favourable variances in:

- **Income** (\$1.14 million favourable):
 - Receipt of unbudgeted grant funding, funding received earlier than anticipated or additional funding received (Community Strengthening \$1.20 million).
 - Better than anticipated asset recovery (Engineering Services \$51,000) and hall hire income (Corporate Services \$31,000).
- **Operating expenditure** (\$4.85 million favourable):
 - Materials and services (\$2.90 million favourable) due to lower fuel costs, contract costs and professional services (Engineering Services).
 - Employee costs (\$1.93 million). Staff recruitment occurring later than planned and a delay in commencement of grant funded projects. \$954,000 of this variance relates to grant funded projects that require an acquittal (mainly in Community Strengthening).

More detailed variance explanations are included in the body of this report.

Capital Result

Year-to-date capital expenditure for the period is \$11.31 million which is \$40,000 favourable to budget.

Income Statement

For the period 1 July 2023 - 30 September 2023

	Note	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income	B1					
Rates and charges		43,954	43,994	(40)	170,138	170,138
Statutory fees and fines		2,785	2,715	70	10,865	10,865
User fees		1,908	2,276	(368)	9,214	9,214
Grants - operating		6,143	4,844	1,299	22,606	33,824
Grants - capital		-	-	-	11,440	5,316
Contributions - monetary		587	500	87	4,358	2,000
Contributions - non-monetary		-	-	-	7,500	7,500
Net gain (loss) on disposal of property, infrastructure, plant and equipment		236	250	(14)	746	746
Other income		3,524	3,416	108	8,856	8,265
Total income		59,137	57,995	1,142	245,723	247,868
Expenses	B2					
Employee costs		20,820	22,751	1,931	101,458	95,009
Materials and services		19,537	22,434	2,897	83,223	80,136
Bad and doubtful debts		-	-	-	2,245	2,245
Depreciation		8,397	8,397	-	33,601	33,601
Amortisation - right of use assets		149	149	-	598	598
Borrowing costs		650	650	-	2,698	2,698
Finance costs - leases		-	-	-	22	22
Other expenses		1,075	1,094	19	5,206	4,476
Total expenses		50,628	55,475	4,847	229,051	218,785
Net surplus (deficit)		8,509	2,520	5,989	16,672	29,083

NOTE

For comments regarding movements in Operating Income and Expenditure items, please refer to explanatory notes located at B1 to B2.

Balance Sheet

As at 30 September 2023

	2023-24 ACTUAL 30 Sep 2023 \$'000	2022-23 ACTUAL 30 Jun 2023 \$'000	2023-24 AMENDED BUDGET \$'000	2023-24 ORIGINAL BUDGET \$'000
ASSETS				
Current assets				
Cash and cash equivalents	37,060	72,244	157,981	143,184
Financial assets	169,404	122,869	-	-
Trade and other receivables	145,097	30,705	31,647	30,267
Other assets	3,452	9,310	8,104	5,852
Total current assets	355,013	235,128	197,732	179,303
Non-current assets				
Property, infrastructure, plant and equipment	2,510,578	2,507,665	2,565,924	2,526,769
Investment property	6,575	6,575	6,575	6,336
Right-of-use assets	1,404	1,554	1,400	2,044
Intangible assets	25	25	25	56
Trade and other receivables	274	273	273	281
Total non-current assets	2,518,856	2,516,092	2,574,197	2,535,486
Total assets	2,873,869	2,751,220	2,771,929	2,714,789
LIABILITIES				
Current liabilities				
Trade and other payables	3,334	24,505	24,685	25,063
Prepaid rates	125,583	-	-	-
Trust funds and deposits	16,598	5,959	6,159	5,670
Unearned income	60,829	58,816	59,866	52,483
Provisions	20,834	20,954	21,367	22,909
Interest-bearing liabilities	2,708	3,597	4,193	4,193
Lease liabilities	502	548	456	518
Total current liabilities	230,388	114,379	116,726	110,836
Non-current liabilities				
Provisions	1,167	1,258	1,269	975
Trust funds and deposits	447	2,112	2,154	2,409
Interest-bearing liabilities	46,182	46,182	47,993	47,993
Lease liabilities	925	1,038	864	1,310
Total non-current liabilities	48,721	50,590	52,280	52,687
Total liabilities	279,109	164,969	169,006	163,523
NET ASSETS	2,594,760	2,586,251	2,602,923	2,551,266
EQUITY				
Accumulated surplus	976,628	968,119	990,393	1,008,893
Asset revaluation reserve	1,530,252	1,530,252	1,530,252	1,472,583
Reserves	87,880	87,880	82,278	69,790
TOTAL EQUITY	2,594,760	2,586,251	2,602,923	2,551,266

NOTES TO THE STATEMENTS

Balance Sheet *(previous page)*

Prepaid Rates: Rate revenue (excluding supplementary rates) is accrued evenly over the year, although cash is received may be received in a variety of patterns including quarterly instalments, nine direct debit payments or a lump sum, depending on how the ratepayer chooses to pay. Rate revenue in the Income Statement is a monthly accrual of the rates determined for the year in July.

For comments regarding movements in other Balance Sheet items, please refer to explanatory notes located at C1 to C5.

Cash Flow Statement *(next page)*

Details regarding Council's cash movements are contained in **Note D - Cash Flow Statement**.

The dissemination of Council's restricted and operating cash is provided in the graph "*Restricted and Unrestricted Cash*" in **Appendix 2 Investment Analysis** in this report.

Cash inflows and outflows are inclusive of GST where applicable.

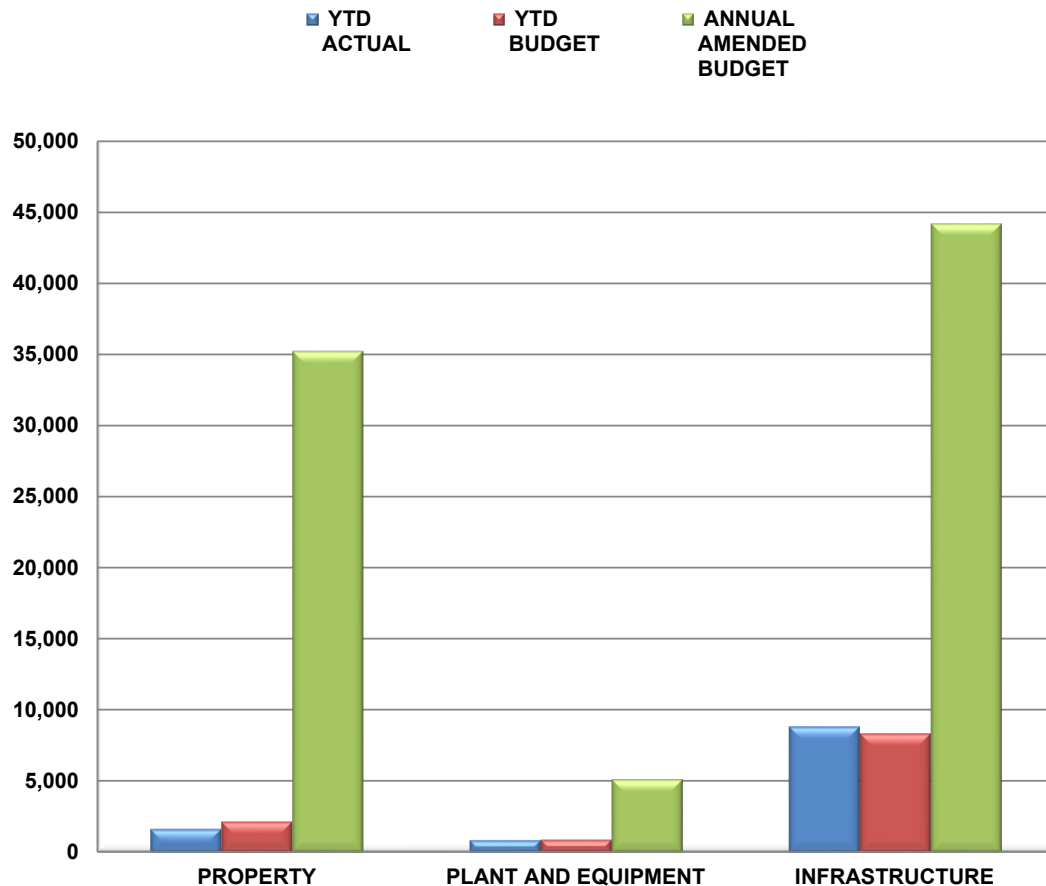
Cash Flow Statement

	2023-24 ACTUAL as at 30 Sep 2023 Inflows/ (Outflows) \$'000	2023-24 ANNUAL AMENDED BUDGET Inflows/ (Outflows) \$'000	2023-24 ANNUAL ORIGINAL BUDGET Inflows/ (Outflows) \$'000
Cash flows from operating activities			
Rates and charges	52,697	169,640	168,756
Statutory fees and fines	2,006	8,248	8,104
User fees	2,736	10,566	9,939
Grants - operating	9,574	24,101	35,794
Grants - capital	3,548	10,957	5,316
Contributions - monetary	588	7,154	2,000
Interest received	616	3,400	3,394
Trust funds and deposits taken	15,032	29,442	31,050
Other receipts	1,571	6,308	5,452
Net GST refund	4,243	13,547	10,688
Employee costs	(26,143)	(101,034)	(94,092)
Materials and services	(26,738)	(99,897)	(95,674)
Short-term, low value and variable lease payments	(305)	(641)	(641)
Trust funds and deposits repaid	(5,812)	(29,200)	(30,250)
Other payments	(352)	(5,086)	(4,283)
Net cash provided by operating activities	33,261	47,505	55,553
Cash flows from investing activities			
Payments for property, infrastructure, plant and equipment	(20,172)	(84,614)	(58,331)
(Payments) proceeds for investments	(46,812)	20,869	-
Proceeds from sale of property, infrastructure, plant and equipment	236	1,000	1,000
Net cash provided by investing activities	(66,748)	(62,745)	(57,331)
Cash flows from financing activities			
Finance costs	(645)	(2,698)	(2,698)
Proceeds from borrowings	-	6,120	6,120
Repayment of borrowings	(889)	(3,713)	(3,713)
Interest paid - lease liability	(5)	(22)	(22)
Repayment of lease liabilities	(158)	(710)	(710)
Net cash used in financing activities	(1,697)	(1,023)	(1,023)
Net increase (decrease) in cash and cash equivalents	(35,184)	(16,263)	(2,801)
Cash and cash equivalents at the beginning of the year	72,244	72,244	145,985
Cash and cash equivalents at the end of the period	37,060	55,981	143,184
Represented by:			
Operating cash	(132,373)	(99,690)	2,538
Restricted cash	169,433	155,671	140,646
Total	37,060	55,981	143,184

Capital Expenditure Statement

The detailed program under each of the capital groups is contained in **Appendix 1 – Capital Expenditure**.

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	COMMIT \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
PROPERTY	1,652	2,164	512	14,885	35,246	26,745
PLANT AND EQUIPMENT	872	899	27	1,278	5,163	4,995
INFRASTRUCTURE	8,786	8,287	(499)	8,681	44,205	26,591
TOTAL EXPENDITURE	11,310	11,350	40	24,844	84,614	58,331



Management Accounting Result

For the period 1 July 2023 - 30 September 2023

Whilst the Financial Statements are prepared in accordance with Australian Accounting Standards, they contain several items which are “non-cash” in nature such as depreciation on assets and the written down (book) value of assets sold. They also exclude capital expenditure, new borrowings and loan repayments and as such, these Statements do not provide an accurate indication of the surplus/deficit cash position within a financial year.

The following table provides a management accounting summary of the financial performance for the period 1 July 2023 to 30 September 2023 which removes non-cash items and adds back cash items that are excluded from the financial statements.

Description	YEAR TO DATE			FULL YEAR		
	ACTUAL	AMENDED	VARIANCE	ORIGINAL	AMENDED	VARIANCE
	\$'000	BUDGET	Fav(unfav)	BUDGET	BUDGET	Fav(unfav)
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Income Statement						
Income	59,137	57,995	1,142	247,868	245,723	(2,145)
Expenditure	50,628	55,475	4,847	218,785	229,051	(10,266)
Net surplus - ongoing operations	8,509	2,520	5,989	29,083	16,672	(12,411)
Management Accounting reconciliation						
<u>Add back (less) non cash items</u>						
Depreciation	8,397	8,397	-	33,601	33,601	-
Amortisation - right of use assets	149	149	-	598	598	-
Contributions non-monetary assets	-	-	-	(7,500)	(7,500)	-
Written down value of assets sold/disposed	-	-	-	254	254	-
Sub total	8,546	8,546	-	26,953	26,953	-
Net operating surplus	17,055	11,066	5,989	56,036	43,625	(12,411)
<u>Add/less non operating cash items</u>						
Capital expenditure	11,310	11,350	40	58,331	84,614	(26,283)
Net transfers to (from) reserves	-	-	-	(598)	(5,602)	5,004
Repayment of borrowings	889	889	-	3,713	3,713	-
Proceeds from borrowings	-	-	-	(6,120)	(6,120)	-
Repayment of lease liabilities	159	178	19	710	710	-
Sub total	12,358	12,417	59	56,036	77,315	(21,279)
Cash surplus (deficit)	4,697	(1,351)	6,048	-	(33,690)	(33,690)
Accumulated surplus brought forward	-	-	-	-	34,589	34,589
Surplus (deficit) position	4,697	(1,351)	6,048	-	899	899

The overall management accounting result (after removing non-cash items) for the first quarter shows a favourable variance between the budget and actual of \$6.0 million. The variance is due to a favourable surplus from ongoing operations (\$6.0 million), caused by lower than anticipated operating expenditure and higher income.

Notes to the Financial Statements

A. Accounting Policy Notes

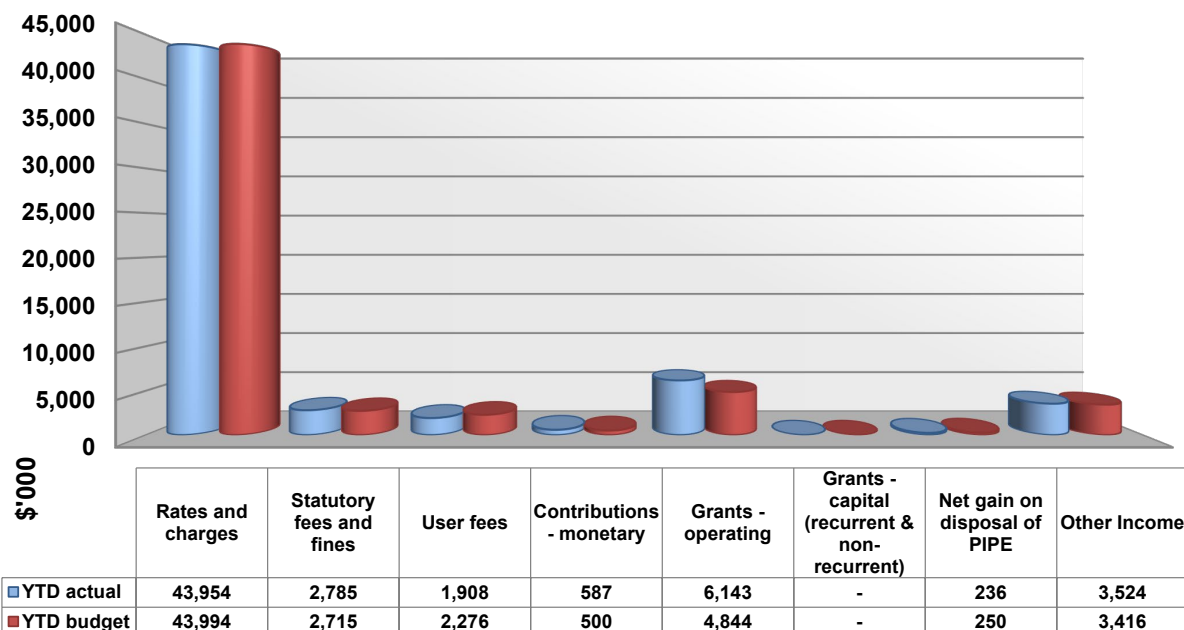
The financial report is prepared on the principles of accrual accounting. Accrual accounting recognises income when earned and expenditure when incurred, regardless of whether cash settlement has taken place. The basis of recognition of major income and expenditure in these statements are defined below.

1. **Rate revenue:** Rate revenue (excluding supplementary rates) is accrued evenly over the year, although cash is received in quarterly instalments or a lump sum, depending on how the ratepayer chooses to pay. Rate revenue in the Income Statement is a monthly accrual of the rates determined for the year in July.
2. **Grants revenue:** Council receives two types of grants, namely a General Purpose Grant (Financial Assistance Grant funding from the Victoria Local Government Grants Commission) which is not tied to any programs and Special Purpose Grants for various programs. In accordance with new Accounting Standards, AASB 15 'Revenue from Contracts with Customers' and AASB 1058 'Income of Not-For-Profit Entities', grant income is now generally recognised in the Income Statement to the extent of satisfied performance obligations. Alternatively, grant funding which does not have sufficiently specific performance obligations are recognised as income when the cash is received. Any grant income relating to unsatisfied performance obligations are recognised as unearned income in the Balance Sheet at balance date. Grants comprise of operating and capital (recurrent and non-recurrent in nature).
3. **Fees and charges:** Most fees and charges are recognised when cash is received. Generally, where Council raises a debtor's invoice, income is recognised at the point of the invoice and not when cash is received. Car parking permit income relating to a future period at balance date are recognised as unearned income in the Balance Sheet.
4. **Contributions - cash:** Cash contributions are essentially from developers towards open space works. These monies are treated as income when received. Council is obligated to spend these monies for the purpose for which they are given by the developers. Council also receives external contributions for other capital projects. Cash contributions received are held in reserves and treated as "restricted cash" until they are spent (see **note 9** below).
5. **Employee costs:** Salaries expenditure is based on fortnightly salaries paid and accruals for salary on-costs such as leave entitlements, superannuation and workcover.
6. **Capital expenditure:** The two broad areas of capital are the capital improvement program (CIP) (which includes infrastructure and major projects) and 'other' which includes fleet, computers, plant and furniture. Expenditure is recognised as capital if it is significant in value and results in assets which have a useful life in excess of at least one year.
7. **Budget information:** The Original Budget information contained in the report is the budget approved by Council on 26 June 2023. The year to date budget in this report reflects the Amended Budget as adopted by Council on 25 September 2023. The Amended Budget represents the adopted budget incorporating net carry forward capital and operating amounts from 2022-23.
8. **Cash Flow Statement:** Reflects the actual cash movements during the year.
9. **Restricted cash:** These are monies set aside for specific purposes and are not readily available for day to day operations or general capital works. They include funds set aside towards meeting long service leave commitments (required by government regulations), statutory reserves (eg. open space contributions) and other funds that are committed towards specific purposes.

B1. Operating Income

The chart below shows the categories of operating income against their respective budgets (excludes non-cash accounting entries such as non-monetary contributions or gifted assets).

**Income from operating activities
for 1 July 2023 - 30 September 2023**



Operating income for the quarter ended 30 September 2023 is \$1.14 million favourable against budget. This is primarily due to the following:

Grants – operating (\$1.30 million favourable) – Receipt of unbudgeted grant funding for New Directions – Mothers and Babies (\$88,000), School Crossings (\$77,000), Market Street Occasional Child Care Centre (\$74,000) and Parks Services (\$34,000), combined with earlier than anticipated funding received for Family Day Care (\$576,000), Home and Community Care (\$301,000), Child First (\$104,000), Maternal and Child Care (\$72,000), Children’s Support Services (\$25,000) and Planned Activity Group (\$21,000).

These favourable variances are partly offset by a delay in recognition of grant funding for Sleep and Settling Initiative (\$73,000), Empowering Communities (\$30,000), Emergency Management (\$24,000) and HACC – Assessments and Team Leaders (\$22,000).

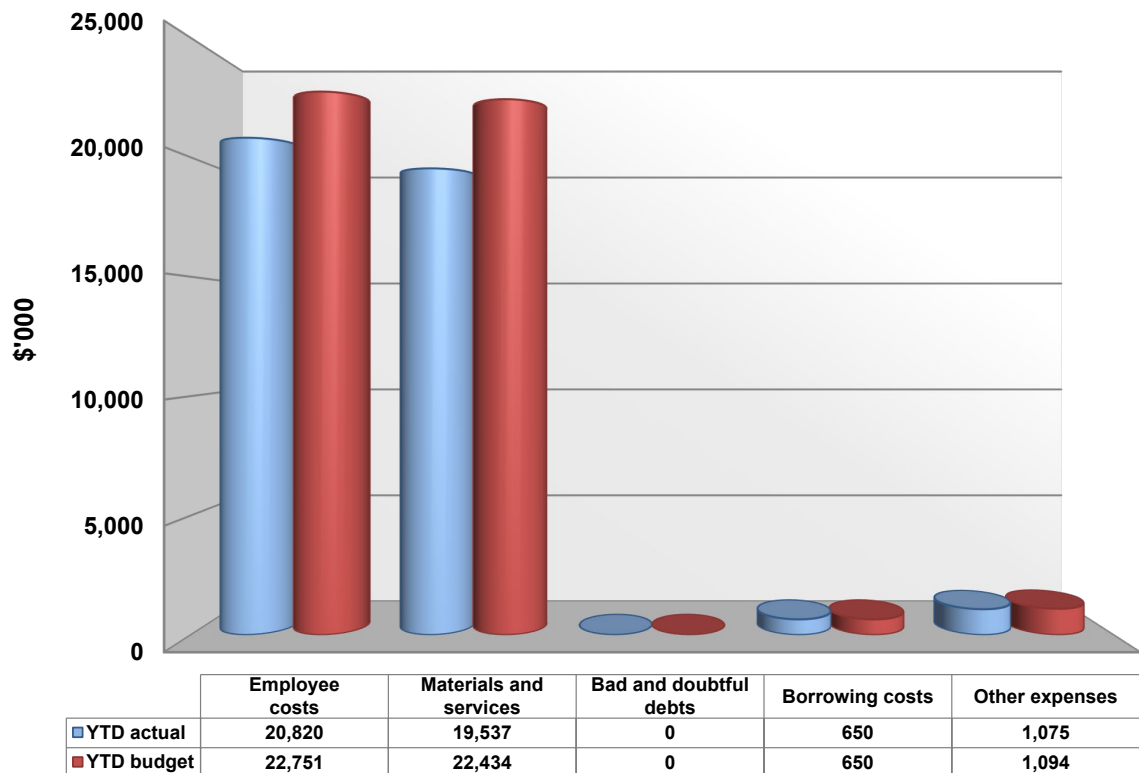
User fees (\$368,000 unfavourable) – Mainly due to lower than anticipated fee income from Streatrader permits and pet registrations (City Planning, Design and Amenity \$276,000) combined with lower than anticipated income from service provision (Community Strengthening \$91,000).

Other income (\$108,000 favourable) – Favourable variance due to better than anticipated income from hall hire (Corporate Services \$79,000) and recoveries for assets (Engineering Services \$51,000).

B2. Operating Expenditure

The chart below shows the categories of operating expenditure against their respective budget (excludes non-cash accounting entries including depreciation, amortisation, asset write offs and prior year capital expenditure unable to be capitalised).

Expenditure from operating activities for 1 July 2023 to 30 September 2023



Operating expenditure for the quarter ended 30 September 2023 is favourable by \$4.85 million against budget. The major variances are in materials and services and employee costs.

Materials and services (\$2.90 million favourable) – The major items contributing to this favourable variance are:

- Contract services (\$2.82 million) – mainly due to delay in commencement of works, projects and receipt of invoices combined with timing of maintenance schedules (Engineering Services \$3.25 million and City Planning, Design and Amenity \$46,000). This is partly offset by higher payments to Family Day Care educators, which is offset by higher grant income (Community Strengthening \$498,000).
- Administration costs (\$228,000) – lower than anticipated expenditure across a range of accounts including promotions, community education, postage/courier, printing/stationery, Council publications, fuel, postage, advertising and events (Community Strengthening \$83,000, Corporate Services \$49,000, Non-Directorate \$48,000 and Engineering Services \$38,000).

- Materials, maintenance and services (\$124,000) – mainly due to lower than anticipated expenditure for materials, delay in receipt of invoices and commencement of projects (City Planning, Design and Amenity \$57,000, Community Strengthening \$55,000 and Engineering Services \$14,000).
- Utilities (\$142,000) – mainly due to lower than anticipated electricity and water costs to date (Engineering Services \$101,000 and Corporate Services \$19,000).

Employee costs (\$1.93 million favourable) – This favourable variance is mainly due to staff recruitment occurring later than planned and a delay in commencement of grant funded projects (Community Strengthening \$1.45 million, City Planning, Design and Amenity \$216,000, Engineering Services \$154,000, Corporate Services \$114,000 and Greater Dandenong Business \$37,000).

This favourable variance is offset by unfavourable variances for:

- Consultants, professional services (\$344,000) – incorrect allocation of legal expenditure for the recovery of outstanding rate debtors that will be resolved in October 2023 (Corporate Services \$285,000) combined with the use of consultants earlier than anticipated (Community Strengthening \$58,000).
- Information technology (\$73,000) – mainly due to higher than anticipated software maintenance costs to date (Engineering Services \$83,000).

Any permanent variances will be reviewed and adjusted in the Mid-Year Budget.

C. Balance Sheet

Council's net assets are valued at \$2.59 billion as at 30 September 2023.

C1. Current assets

Cash and other assets that can be readily converted to cash.

Cash and cash equivalents (\$37.06 million) – Represent the net amount held by Council in cash or term deposits with a term of less than 90 days.

\$169.43 million of cash and investment funds are 'restricted' for various purposes. The reduction in operating funds at 30 September 2023 is due to the classification of \$169.40 million of term deposits greater than 90 days as 'financial assets'. These are detailed in the notes to the cash flows that follow in **section D** and a graphical presentation in **Appendix 2**. However, if these term deposits were classified as cash, the operating cash balance would be \$37.03 million.

Funds are invested in accordance with Council's Investment Policy. The policy requires Council to invest with prudence, consideration of acceptable risks and relevant legislation.

The details of Council's investments are contained in **Appendix 2**. In selecting investment products, Council has paid due consideration to risk by ensuring the investment portfolio does not exceed the limits set in the Policy based on the Standard and Poor's Long-Term rating of Authorised Deposit Taking Institutions (ADI) combined with the term of the investment.

Financial assets (\$169.40 million) – Increase in financial assets from 30 June 2023 is due to the make-up of Council's cash and investments holdings at 30 September 2023 with more investments placed with a term of over 90 days to maximise the interest return to Council.

Trade and other receivables (\$145.10 million) – This balance includes:

- Rate debtors \$128.18 million
- Infringement debtors of \$9.91 million (net of provision for doubtful debts).
- General debtors \$5.98 million (net of provision for doubtful debts).
- GST receivable \$1.03 million.

Rate revenue (excluding supplementary rates) is accrued evenly over the year, although cash is received in a variety of patterns including quarterly instalments, nine direct debit payments or a lump sum, depending on how the ratepayer chooses to pay. Rate revenue in the Income Statement is a monthly accrual of the rates determined for the year in July.

Other assets (\$3.45 million) – This balance includes:

- Accrued income \$2.88 million – income earned but cash not yet received as at 30 September 2023 (mostly interest on investments).
- Other deposits \$567,000 – comprising \$250,000 deposit paid for Metropolitan Resource Recovery Landfill Services Gate Fee, \$75,000 deposit for Metropolitan Resource Recovery organic waste processing contract, \$234,000 deposit paid to South East Water for 5 Mason Street, Dandenong works and \$8,700 works warranty bond for Soccer Pitch and Community Centre - 9 Memorial Drive, Noble Park.
- Prepayments \$9,000 - expenses prepaid at 30 September 2023.

C2. Non-current assets

Property, infrastructure, plant and equipment (\$2.51 billion) – Includes Council roads, drains, buildings, plant and other fixed assets. These values are reflected after recognising the depreciation allowed against each asset.

Investment property (\$6.58 million) is separately classified from 'Property, infrastructure, plant and equipment' in accordance with Australian Accounting Standards. Any adjustment to the fair value of these assets on an annual basis is recorded in the Comprehensive Income Statement and these assets are not depreciated.

Right-of-use assets (\$1.40 million) – Represents leased (right-of-use) assets and includes property, fleet, IT and office equipment that has been leased under ordinary lease arrangements.

Intangible assets (\$25,000) – Represents computer software assets. These values are reflected after recognising the associated amortisation expense.

Trade and other receivables (\$274,000) – \$200,480 for Council's share of funds held in trust by Whitehorse City Council relating to the former Narre Warren landfill site and a \$73,320 refundable bond with Western Health (originally related to Community Chef) which is expected to be returned upon completion of the contract.

C3. Current liabilities

Debts due to be repaid within 12 months.

Trade and other payables (\$3.33 million) – This balance includes trade creditors arising from operations and capital works.

Prepaid rates (\$125.58 million) – Rate revenue (excluding supplementary rates) is accrued evenly over the year, although cash is received in a variety of patterns including quarterly instalments, nine direct debit payments or a lump sum, depending on how the ratepayer chooses to pay. Rate revenue in the Income Statement is a monthly accrual of the rates determined for the year in July. Prepaid rates represent the monthly rate income not yet recognised in the Income Statement for the remaining months of this financial year.

Trust funds and deposits (\$16.60 million) – Trust funds and deposits includes other refundable monies in respect of:

- Other deposits (\$4.20 million).
- Landscape deposits (\$1.16 million).
- Fire services property levy funds collected by Council on behalf of the State Government, but not yet paid on to the State Revenue Office (\$10.47 million). These monies are remitted to the State Revenue Office in accordance with legislative timeframes (28 days after each quarterly rate instalment date).
- Road deposits (\$578,000).
- Open space contributions (\$200,000).

Unearned income (\$60.83 million) – Represents income not yet earned based on specific performance obligations that were not complete at 30 September 2023 in respect of:

- Developer Contribution Plan liabilities (DCP) – (\$43.52 million).
- Operating grants (\$13.91 million).
- Capital grants (\$2.98 million).
- Other (\$411,000).

Provisions (\$20.83 million) – This balance represents the provision for employee entitlements and landfill restoration works.

- Employee entitlements:
 - Long service leave entitlements - \$11.95 million.
 - Annual leave entitlements - \$8.06 million.
 - Rostered days off (RDO) - \$533,000.
- Landfill provision - \$294,000 - provision for the restoration and aftercare management of the former Spring Valley landfill site (closed). The former closed landfill is owned by the Council and is used as recreational open space. Council's share is 19.88% of the total future estimated costs.

Interest-bearing liabilities (\$2.71 million) – Represents the repayment of long-term borrowings expected during 2023-24.

Lease liabilities (\$502,000) - Represents the lease repayments in respect of the right-of-use assets that are payable during 2023-24.

C4. Non-current liabilities

Debts due to be repaid in future years.

Provisions (\$1.17 million) – Represents the provisions estimated to be paid beyond the 2023-24 financial year and comprises of long service leave entitlements for employees (\$447,000) and landfill provision for restoration of Spring Valley landfill site (\$720,000) (Council's share is 19.88% of the total future estimated costs).

Trust funds and deposits (\$447,000) – Represents deposits that are payable beyond the 2023-24 financial year and comprises asset protection bonds of \$144,000, landscape deposits of \$238,000 and contractor deposits of \$65,000.

Interest-bearing liabilities (\$46.18 million) – Comprises the amount of outstanding borrowings to be repaid beyond the next 12 months.

Lease liabilities (\$925,000) – Represents the amount of lease payments in respect of the right-of-use assets to be repaid beyond the next 12 months.

C5. Net assets and equity

Net assets - Represents the difference between total assets and total liabilities. It is the Council's net worth to the City's ratepayers.

Reserves – Includes both statutory reserves (S) and discretionary reserves (D). The statutory reserves apply where funds are gained from the application of legislative requirements to contribute – and where expenditure of the funds is not entirely discretionary (i.e. the funds need to be used for certain expenditure only). The reserves listed below are explained in the notes to the cash flows that follow.

The discretionary reserves are:

- Major projects reserve
- Insurance fund reserve
- Council funded – Development Contribution Plans reserve
- Spring Valley landfill rehabilitation reserve
- Springvale Activity Precinct – Parking and Development reserve
- Dandenong Activity Precinct – Parking and Development reserve
- Native re-vegetation reserves
- Keysborough South Maintenance Levy reserve
- General reserve (Aged Care)
- Grants in advance reserve
- Future maintenance reserve

The statutory reserves are:

- Open space – planning, development and improvements
- Open space – land acquisitions

D. Cash Flow Statement

Cash and investment holdings total \$37.06 million as at 30 September 2023, an decrease of \$35.18 million since 30 June 2023. Total cash and investment holdings are made up of operating cash (significantly reduced to \$132.37 million due to the classification requirement of term deposits over 90 days as financial assets) and restricted cash (\$169.43 million). Please refer below for a detailed listing of Restricted Cash items, which are set aside for specific purposes.

Cash flows from operating activities – net inflow of \$33.26 million.

The major inflows are rates (\$52.70 million), trust funds and deposits taken (\$15.03 million), grants (\$13.12 million), statutory fees and fines (\$2.01 million) and user fees (\$2.74)

The major outflows are materials and services (\$26.74 million), employee costs (\$26.14 million) and trust funds and deposits repaid (\$5.81 million).

Trust funds and deposits taken and repaid mainly relate to fire services property levies (FSPL). The remittance of the FSPL and FSPL levy interest amounts are made to the State Revenue Office (SRO) in four payments in accordance with Section 41(1) of the FSPL Act. An instalment is due and payable to the Commissioner of State Revenue 28 days after the due date of rates instalments. Council collects FSPL on behalf of the State Government.

Cash flows from investing activities – net outflow of \$66.75 million, including:

- \$46.81 million relates to cash outflows for term deposits with a maturity of greater than three months.
- \$20.17 million for capital works expenditure. The detailed capital works schedule is included in this report as Appendix 1. Please note the difference between the two capital expenditure amounts is due to the movement in capital trade creditors at the start and end of the reporting period. Appendix 1 is on an accrual basis.
- \$236,000 proceeds on asset sales mainly relating to the fleet replacement program.

Cash flows from financing activities – outflow of \$1.70 million.

Council repaid \$889,000 of existing borrowings and incurred \$645,000 in finance costs on its borrowings. In addition, Council repaid \$158,000 of its lease liabilities as at 30 September 2023.

Restricted cash - Represents funds set aside for specific purposes, as detailed in the following tables.

Type	30-Sep-23	Notes
Reserve funds	\$'000	
Council funded Development Contribution Plans (DCP) reserve	19,546	Reserved for specific expenditure in accordance with the published DCP.
Open space – planning, development and improvements	2,309	Reserved for enhancing the City's open space by planning, development and improvements.
Open space – acquisitions	6,000	To fund acquisitions of new open space land.
Major projects reserve	42,566	Funds realised from sale of Council's property assets or surplus Council funds to invest in other properties or funding future major projects.
Keysborough South Maintenance Levy	2,581	Reserved for specific maintenance expenditure relating to this area.
Spring Valley landfill rehabilitation	3,148	Rehabilitation of the Spring Valley landfill site.
Re-vegetation reserves	229	To meet native re-vegetation requirements on Council's reserves.
Insurance fund reserve	469	To meet large and unexpected policy excesses on multiple insurance claims.
Springvale Activity Precinct Parking and Development reserve	235	To fund development in the Springvale Activity Centre.
Dandenong Activity Precinct Parking and Development reserve	3,074	To fund development in the Dandenong Activity Centre.
Grants received in advance	720	Represents grants received in advance.
General reserve (Aged Care)	2,662	Funds set aside for the aged care reforms.
Future maintenance reserve	4,341	Contribution funds for future works to address level crossing removal authority defects.
Total reserve funds	87,880	
Employee provisions	\$'000	
Long service leave	12,392	Funds to meet long service leave commitments.
Annual leave and other	8,594	Funds set aside to meet annual leave and rostered days off (RDO) commitments.
Employee provisions	20,986	
Trust funds and deposits	\$'000	
Fire services property levy (FSPL) collected and due	10,465	Payable to State Revenue Office – legislative requirement.
Open space contributions	200	Pending completion of works.
Landscape deposits	1,394	Pending completion of works.
Road deposits	578	Pending completion of works.
Other trust funds and deposits	4,409	Refundable upon finalisation of programs.
Total trust funds and deposits	17,046	
Other restricted funds	\$'000	
DCP unearned income	43,521	Pending completion of works by developers.
Other restricted funds	43,521	
Total restricted cash	169,433	

E. Statement of Capital Works

Total capital expenditure at 30 September 2023 was \$11.31 million. A further \$24.84 million was committed as at the end of September. The above **CIP Expenditure Report** contains the expenditure status of each of the approved capital projects.

The timing of cash outflows and project completion can differ for capital projects. Commentary on the status of each project with major year to date variances are reported if the variance is greater than \$300,000. Please note that the variances detailed below are the total of all asset classes by capital project whereas the Capital Expenditure report details the variances separately by asset class and capital project.

Property

- **3902 Ross Reserve Pavilion (\$347,000 favourable)** – Contract work in progress, variance due to delay in receipt of contractor invoice.
- **4004 8 Balmoral Avenue (\$311,000 unfavourable)** – The unfavourable variance in this project is due to the enhancement to the original project scope to install a user activated roller shutter. This created a secure parking area for permit holders as well as reducing anti-social behaviour and vandalism on the roof level. This work was undertaken knowing that there was savings within the broader CIP 2022-23 budget. However, due to delays with manufacturing the works were completed in 2023-24 and invoice received in August 2023. A review of the broader CIP 2023-24 budget will be undertaken in February 2024 to identify savings to cover the over expenditure.

Infrastructure

- **4120 Ross Reserve Athletics Track (\$1.60 million unfavourable)** – On site works are progressing well with estimated completion in February 2024.
- **3754 Road Rehabilitation Program (\$1.12 million unfavourable)** – Two road sections are nominated for this financial year. Procurement works have been completed. Preparatory works completed for all road segments. Five road segments will be resurfaced in October 2023.
- **3231 Road Reconstruction Program (\$498,000 unfavourable)** – Procurement works are now in progress for Ordish Road full reconstruction phase 2 and Swift way. Tender will be advertised in October 2023.
- **3849 Fred Wachter Playground (\$420,000 favourable)** – Construction is continuing and on schedule for completion in September 2023.
- **3992 Perry Road DCP-KR01a (\$419,000 favourable)** – Contract has been awarded. Construction materials have been ordered and delivery of special pipes is being awaited.
- **3080 DCP-L102 Abbotts Road (\$350,000 favourable)** – Civil works of Stage 1 and 2 is completed. Public Lighting is not completed yet. Commissioning of Taylors Road traffic signals is awaiting approvals from authorities.
- **4031 Ross Reserve Soccer Pitch (\$337,000 favourable)** – Construction works have commenced and are well under way. Project is expected to be completed in November 2023.

APPENDIX 1 - Capital Expenditure Report

	YTD ACTUAL \$	YTD BUDGET \$	YTD VARIANCE \$	COMMIT \$	ANNUAL AMENDED BUDGET \$	ANNUAL ORIGINAL BUDGET \$
PROPERTY						
Buildings						
1631. 2434-22/23 Art Gallery PEP Bldg	12,116	85,500	73,384	7,995	573,668	-
1818. 1622-19/20 Walker St Carpark	3,500	-	(3,500)	4,435	-	-
1869. 2587-23/24 D'nong Community Hub	5,720	-	(5,720)	1,580,115	2,000,810	1,756,000
3219. 1943-20/21 Thomas Carroll Pavilion	318,314	475,310	156,996	45,440	475,310	-
3547. 1504-19/20 George Andrews Reserve	159,642	78,210	(81,432)	445,098	78,210	-
3548. 2588-23/24 Keysb Sth Community Hub	9,935	-	(9,935)	11,425,919	13,430,089	11,000,000
3793. 1583-19/20 Dandenong Market Square	600	27,500	26,900	24,045	68,834	-
3817. 2356-22/23 Civic Archive Building	4,405	-	(4,405)	6,788	-	-
3820. 2367-22/23 N'Park Aquatic Ctr NPAC	-	-	-	13,372	-	-
3874. 2272-22/23 newal Prg.- HVAC	-	51,200	51,200	-	465,000	465,000
3876. 2456-23/24 Bldg Renewal Bathroom	2,860	161,700	158,840	19,091	1,470,000	1,470,000
3879. 2457-23/24 Bldg Renewal Minor Wrks	110,918	16,200	(94,718)	55,990	147,000	147,000
3880. 2458-23/24 Bldg Renewal Roof	-	48,100	48,100	-	377,950	260,000
3883. 2321-22/23 Bldg Renewal Kitchen/Eq	10,682	-	(10,682)	304,931	-	-
3902. 1928-20/21 Ross Reserve Pavilion	196	347,465	347,269	5,953	347,465	-
3904. 2459-23/24 Bldg Renewal Theatre	-	42,100	42,100	-	383,000	383,000
3906. 2583-23/24 Dandenong Gallery of Art	409,675	168,200	(241,475)	310,536	4,681,181	3,000,000
3946. 2452-23/24 Bldg Renewal Aquat/Leis	26,728	114,400	87,672	58,792	1,039,500	1,039,500
3949. 1785-20/21 NPAC Redevelopment	397	-	(397)	20,892	-	-
3974. 2586-23/24 D'nong Wellbeing Centre	144,784	-	(144,784)	123,685	5,152,186	5,500,000
4003. 2054-21/22 Springvale Reserve	88,728	-	(88,728)	290,484	-	-
4004. 1764-19/20 8 Balmoral Avenue	311,089	-	(311,089)	16,938	-	-
4026. Springvale Town Hall Works	-	-	-	1,111	-	-
4042. NPR N'Park Comm Ctr Bldg Upgrade	16,874	16,700	(174)	18,184	41,752	-
4067. 2570-23/24 Lyndale Sec Coll Kitchen	-	58,400	58,400	34,682	544,800	400,000
4069. 2585-23/24 Pep Redevelopment	-	72,700	72,700	1,600	1,526,995	800,000
4105. 2311-22/23 Police Padck Water Main	-	57,640	57,640	68,182	144,100	-
4106. 2330-22/23 D'nong Civic Hot Water	-	26,600	26,600	-	93,280	-
4109. 2167-22/23 Bains Pavilion	-	34,800	34,800	-	348,875	-
4132. 1009-18/19 Heritage Hill (Laurel)	-	3,000	3,000	-	60,000	60,000
4133. 1028-18/19 Jan Wilson Community Ctr	-	2,300	2,300	-	45,000	45,000
4142. 1944-20/21 Dandy Mkt Carpk Bollards	-	800	800	-	15,000	15,000
4143. 2336-22/23 Cooina Ctr - DDA Comply	14,715	22,000	7,285	-	200,000	200,000
4144. 1925-20/21 Dandy CvcCtrlLib Ccpt Des	-	1,300	1,300	-	25,000	25,000
4145. 1362-19/20 Paddy O'Donoghue Centre	-	1,800	1,800	-	35,000	35,000
4146. 1487-19/20 39a Clow Street-Lighting	-	1,900	1,900	-	38,000	38,000
4147. 2340-22/23 Dandenong West Prim Sch	-	400	400	-	7,000	7,000
4148. 1688-19/20 Noble Park - Mbl Lib Srv	-	2,500	2,500	-	50,000	50,000
4149. 2602-23/24 Dandy North Snr Citizens	-	2,000	2,000	-	40,000	40,000
4150. 1893-20/21 The Castle - Lighting	-	500	500	-	10,000	10,000
4184. Dandenong Market - Lift	-	17,500	17,500	-	175,000	-
4185. Dandenong Market - Fire Services	-	60,000	60,000	-	600,000	-
Leasehold Improvements						
3941. 1767-19/20 Police Padck Grandstand	-	43,400	43,400	-	433,660	-
4006. 1671-19/20 Police Padck Function Rm	-	-	-	1,000	-	-
4111. 2247-22/23 Rosewd Downs PS MCH	-	122,070	122,070	-	122,070	-
Total property	1,651,878	2,164,195	512,317	14,885,259	35,245,735	26,745,500



	YTD ACTUAL \$	YTD BUDGET \$	YTD VARIANCE \$	COMMIT \$	ANNUAL AMENDED BUDGET \$	ANNUAL ORIGINAL BUDGET \$
PLANT AND EQUIPMENT						
Plant, machinery and equipment						
1445. 1702-19/20 Fleet Purchases	613,629	609,800	(3,829)	709,993	3,140,900	3,140,900
1447. 2252-22/23 Fleet New Program	110,313	23,000	(87,313)	17,520	57,770	-
4044. NPR Pedestrian Counters S/City	-	5,000	5,000	-	12,492	-
Library books						
3104. 2593-23/24 Library Strategy	134,995	173,300	38,305	455,439	878,000	878,000
Computers and telecommunications						
3957. 2294-22/23 Audio Visual Renewal	-	27,800	27,800	-	556,500	556,500
4007. 1713-19/20 Merit CRM Replacement	-	35,220	35,220	-	88,050	-
4052. LRCI3 Optical Fibre Various	-	4,080	4,080	-	10,194	-
4104. 1932-20/21 Security Program	-	2,000	2,000	-	40,000	40,000
4112. 2455-23/24 Keysborough Food Svcs	10,897	8,300	(2,597)	95,295	165,500	165,500
4152. 1347-19/20 Various Locations Wi-Fi	-	1,800	1,800	-	36,000	36,000
4153. 1346-19/20 Hemmings Pk-Radio/Wi-Fi	-	1,300	1,300	-	25,000	25,000
4154. 2358-22/23 Var Locations Pple Count	-	1,900	1,900	-	37,000	37,000
Fixtures, fittings and furniture						
3314. 2460-23/24 Furniture Renewal Prg	-	3,300	3,300	-	65,780	65,780
4151. 2463-23/24 Public Art Renewal Prog	2,501	2,500	(1)	-	50,000	50,000
Total plant and equipment	872,335	899,300	26,965	1,278,247	5,163,186	4,994,680
INFRASTRUCTURE						
Parks, open space and streetscapes						
1629. 2231-22/23 Vanity Lane 275 Lonsdale	-	-	-	-	1,985,276	-
3442. 2574-23/24 NPR Noble Park Revital'n	-	27,500	27,500	-	350,000	150,000
3849. 2201-22/23 Fred Wachter Playground	-	92,392	92,392	-	92,392	-
3900. 1542-19/20 Ross Reserve Landscape	2,098	134,279	132,181	86,300	134,279	-
3931. 2440-23/24 Guardrail Program	1,750	5,000	3,250	69,155	100,000	100,000
3932. 2462-23/24 Passive O/Space Renewal	4,230	26,800	22,570	500	1,335,000	1,335,000
3977. 1996-20/21 LXRA Rectification Works	-	4,060	4,060	-	40,644	-
4012. 1800-20/21 Alex Wilkie Wetlands	-	20,000	20,000	-	50,000	-
4014. 2575-23/24 NPR Frank Street	8,408	6,000	(2,408)	129,362	120,000	120,000
4018. 2101-21/22 Tirhatuan Park Wetland	-	-	-	1,760	-	-
4020. 2225-22/23 LRCI3 Railway Parade SC	183,074	213,742	30,668	3,563	213,742	-
4027. 1920-20/21 NPR Ian St Street Scape	37,614	122,000	84,386	113,687	305,221	-
4032. 1138-18/19 Hemmings St Precinct	11,277	56,500	45,223	-	141,320	-
4043. NPR Leonard/Buckley Streetscape	-	12,560	12,560	-	31,400	-
4062. 2561-22/23 NPR Muderra Artwork	9,300	87,700	78,400	2,500	179,664	-
4065. 2564-22/23 NPR Leonard Av St-Scape	286,688	398,079	111,391	24,606	398,079	-
4128. 1313-18/19 Tyers Lane Reserve	-	6,000	6,000	10,877	120,000	120,000
4134. 2465-23/24 Lighting Renewal Prg	1,493	36,000	34,507	833,966	1,802,500	1,802,500
4136. 1519-19/20 Norine Cox Reserve	14,900	-	(14,900)	-	-	-
4141. 2560-22/23 Keshava Mural Thunder FC	15,000	30,000	15,000	-	30,000	-
4162. 2303-22/23 Safe City CCTV RenewProg	-	6,800	6,800	-	136,550	136,550
4164. 2318-22/23 Dandy CBD-LED Upgrade	-	8,200	8,200	-	409,640	409,640
4165. 2359-22/23 Hemmings Pk - Lighting	-	4,700	4,700	-	93,500	93,500
4166. 2223-22/23 86-88 Clow St Landscape	-	12,500	12,500	-	250,000	250,000
4167. 1869-20/21 Ian Tatt Lsr Prk LEDStg1	-	10,000	10,000	-	200,000	200,000
4168. 2113-21/22 Warner Rsv - Stg 2 of 2	-	10,000	10,000	-	200,000	200,000
4169. 2141-21/22 Madison Reserve	-	12,500	12,500	-	250,000	250,000
4170. 2144-21/22 Bakers Reserve	-	12,500	12,500	-	250,000	250,000
4171. 2202-22/23 Fred. Wachtr. RsvLndscpe	-	5,000	5,000	-	100,000	100,000
4172. 2207-22/23 Rowley Allan Rsv LapBldg	-	4,800	4,800	-	95,000	95,000

	YTD ACTUAL \$	YTD BUDGET \$	YTD VARIANCE \$	COMMIT \$	ANNUAL AMENDED BUDGET \$	ANNUAL ORIGINAL BUDGET \$
Parks, open space and streetscapes (continued)						
4173. 2398-22/23 Thoms. Carroll Rsv Entry	12,324	25,000	12,676	9,310	500,000	500,000
4174. 2414-22/23 Springvalley Park	-	10,000	10,000	-	200,000	200,000
4175. 2576-23/24 Springvale Revit ActPLAN	-	12,500	12,500	-	250,000	250,000
4177. 1832-20/21 George Andrews Rsv Upgrd	-	7,500	7,500	-	150,000	150,000
4178. 2614-23/24 Burden Park-Shade Sails	-	6,000	6,000	9,785	120,000	120,000
4179. 2609-23/24 Glendale Reserve	21,783	5,000	(16,783)	-	100,000	100,000
4180. 2214-22/23 218 Railway Pde Pckt Prk	-	4,000	4,000	-	80,000	80,000
4181. 2147-21/22 Thornton Reserve	-	6,300	6,300	-	125,000	125,000
Recreational, leisure and community facilities						
3209. 2464-23/24 Active Reserves Renewal	40,328	-	(40,328)	555,136	5,995,000	5,995,000
3454. 2584-23/24 ash program	-	-	-	4,000	100,000	100,000
3518. 1987-20/21 Harmony Square	1,200	-	(1,200)	3,182	-	-
3849. 2201-22/23 Fred Wachter Playground	195,682	523,554	327,872	275,791	523,554	-
3853. 2186-22/23 Parkfield Rsrve Cricket	-	21,400	21,400	24,440	53,418	-
3936. 2124-21/22 Glendale Reserve	-	-	-	4,000	-	-
3969. 1641-19/20 Thomas Carroll P'ground	7,002	-	(7,002)	3,160	-	-
4031. 1499-19/20 Ross Reserve SoccerPitch	925	338,081	337,156	338,551	338,081	-
4066. 2592-23/24 George Andrews Rsv Light	119	135,200	135,082	701,753	704,130	230,800
4117. 2191-22/23 Ross Reserve Scoreboards	-	-	-	2,474	-	-
4119. 1843-20/21 Fred Wachter Tennis Lght	-	-	-	3,490	-	-
4120. 2475-23/24 Ross Reserve Ath Track	1,917,288	318,200	(1,599,088)	2,757,096	1,166,121	-
4121. 2339-22/23 Children Services Prg	17,584	-	(17,584)	7,063	-	-
4123. 2192-22/23 Ross Reserve Lighting	-	-	-	12,297	-	-
4124. 2194-22/23 Thomas Carroll Oval1 Lgt	-	-	-	6,431	-	-
4127. 2404-22/23 Ross Reserve Bball Light	-	-	-	2,256	-	-
4157. 2209-22/23 Springvale Rsv - Playgrd	-	-	-	-	300,000	300,000
4158. 2416-22/23 Springvale Rsv - Netball	-	-	-	-	740,000	740,000
4159. 2197-22/23 Warner Rsv-Tennis-1 of 3	-	1,500	1,500	-	30,000	30,000
4160. 2601-23/24 Booth Rsv-Afghan RockCrt	-	3,800	3,800	-	75,000	75,000
4161. 2203-22/23 Fred. Wachtr. Rsv-RecDes	-	4,000	4,000	-	80,000	80,000
Roads						
3080. 2232-22/23 LRCI2 DCP-L102 AbbottsRd	-	350,000	350,000	-	350,000	-
3231. 2256-22/23 Road Reconstruction Prg	1,326,641	828,451	(498,190)	873,819	3,618,451	3,000,000
3373. 2441-23/24 Kerb & Channel Renewal	141,887	105,000	(36,887)	44,129	500,000	500,000
3418. 2582-23/24 LATM New Program	2,433	263,719	261,286	197,416	723,719	500,000
3752. 2445-23/24 Roads to Recovery Prg	48,614	168,500	119,886	238,412	2,496,388	2,407,702
3753. 2253-22/23 Road Resurfacing Prg	187	-	(187)	83,637	-	-
3754. 2446-23/24 Road Rehabilitation Prg	2,542,268	1,425,000	(1,117,268)	156,887	5,000,000	2,500,000
3828. 1685-19/20 Mason Street	28,407	-	(28,407)	16,075	-	-
3942. 1784-20/21 Black Spot Works Program	727,316	870,788	143,472	241,990	870,788	-
3962. 1478-19/20 Bakers Road Service Road	10,217	23,305	13,088	-	23,305	-
3992. 1399-19/20 Perry Road DCP-KR01a	4,400	423,200	418,800	40	4,232,883	-
4059. 2557-22/23 OUTLOOK DVE BLACKSPC	-	-	-	7,555	148,336	-
4060. 2558-22/23 RAILWAY PDE BLACKSPOT	2,760	47,000	44,240	10,590	471,480	-
4061. 2559-22/23 Browns Rd Blackspot PG	9,748	42,600	32,852	13,792	427,083	-
4064. 2563-22/23 NPR Laneway Activation P	-	-	-	51,332	-	-
4138. 2448-23/24 LATM Renewal Program	-	12,000	12,000	-	150,000	150,000
Bridges						
3185. 2240-22/23 Bridge Renewal Program	-	-	-	-	-	-
4034. 2243-22/23 LRCI3 Hammond Rd Bridge	-	52,000	52,000	421,890	519,581	-
4045. 2242-22/23 LRCI3 D'nong Creek Bridg	-	-	-	-	-	-
4046. 2244-22/23 LRCI3 Abbotts Rd Bridge	-	10,000	10,000	-	100,000	-
Footpath and cycleways						
3174. 2581-23/24 Active Transport ATIPP	33,680	130,000	96,320	5	500,000	500,000
3355. 2443-23/24 Footpath Renewal Prg	266,030	154,000	(112,030)	222,079	700,000	700,000
4155. 1995-20/21 Mordialloc Crk Eq Trail	-	1,000	1,000	-	20,000	20,000

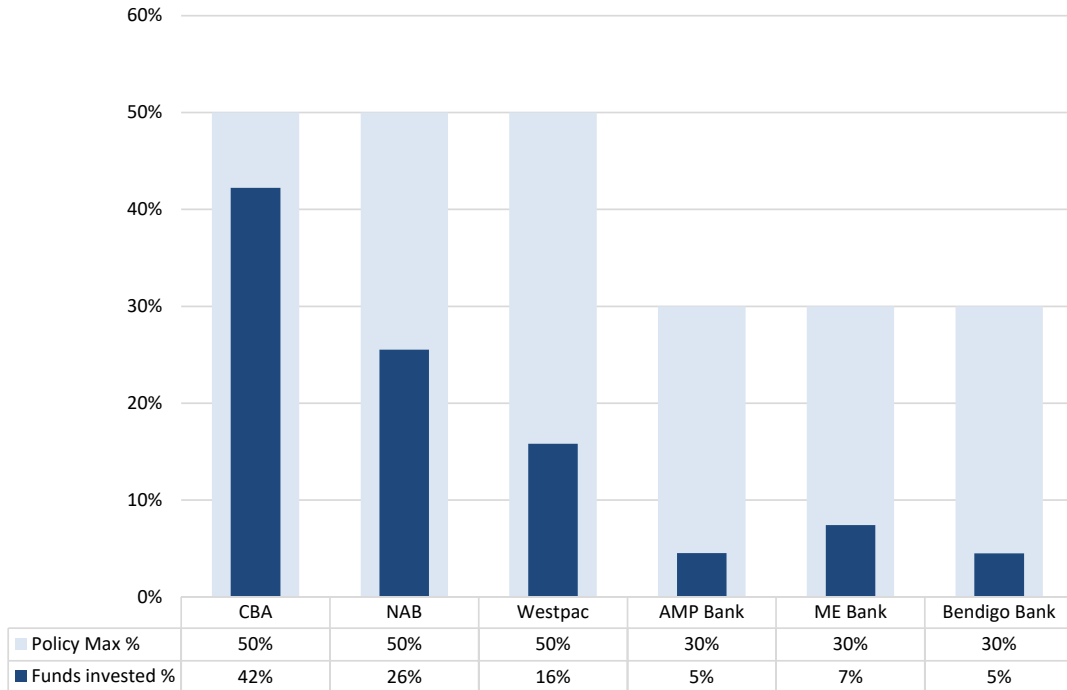


	YTD ACTUAL \$	YTD BUDGET \$	YTD VARIANCE \$	COMMIT \$	ANNUAL AMENDED BUDGET \$	ANNUAL ORIGINAL BUDGET \$
Off street car parks						
4033. 1914-20/21 LRCI3 The Crescent	-	7,800	7,800	-	19,616	-
4049. 2288-22/23 LRCI3 Robert Booth-Bess	-	5,700	5,700	-	14,243	-
4182. 2205-22/23 Rowley Allan Rsv - Fence	-	3,000	3,000	5,700	60,000	60,000
4183. 1428-19/20 The Castle - Carpark Des	-	800	800	-	15,000	15,000
4186. D'nong Market - CarPark Recitificat	-	22,500	22,500	-	225,000	-
Drainage						
3019. 2439-22/23 Drainage Renewal Prg	225,960	40,000	(185,960)	92,073	400,000	400,000
3558. 2449-23/24 Pit Renewal Program	-	10,000	10,000	-	100,000	100,000
3939. 2438-22/23 Drainage Reactive Prg	150,299	50,000	(100,299)	5,449	500,000	500,000
4010. 2230-22/23 LRCI2 Callander Rd	-	15,000	15,000	1,350	300,000	300,000
4116. 1998-20/21 Drainage Catchment 38A	475,000	425,000	(50,000)	-	425,000	-
4156. 1798-20/21 Victoria Avenue New GPT	-	12,500	12,500	-	250,000	250,000
Total infrastructure	8,785,911	8,286,510	(499,401)	8,680,710	44,205,384	26,590,692
GRAND TOTAL	11,310,125	11,350,005	39,880	24,844,215	84,614,305	58,330,872

APPENDIX 2 – Investment Analysis

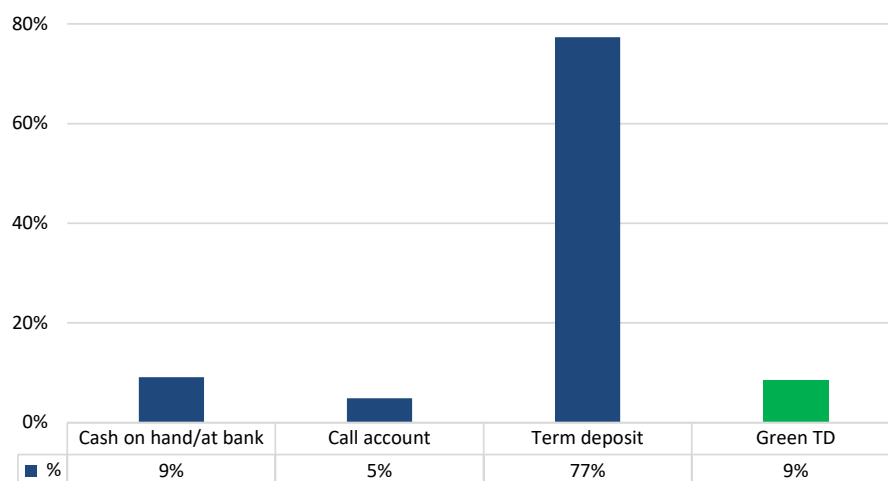
Council's Investment Policy was updated in July 2023. The graphs in this appendix have been revised in accordance with the new policy parameters governing controls and thresholds of investment funds.

Individual Institution (ADI) limits



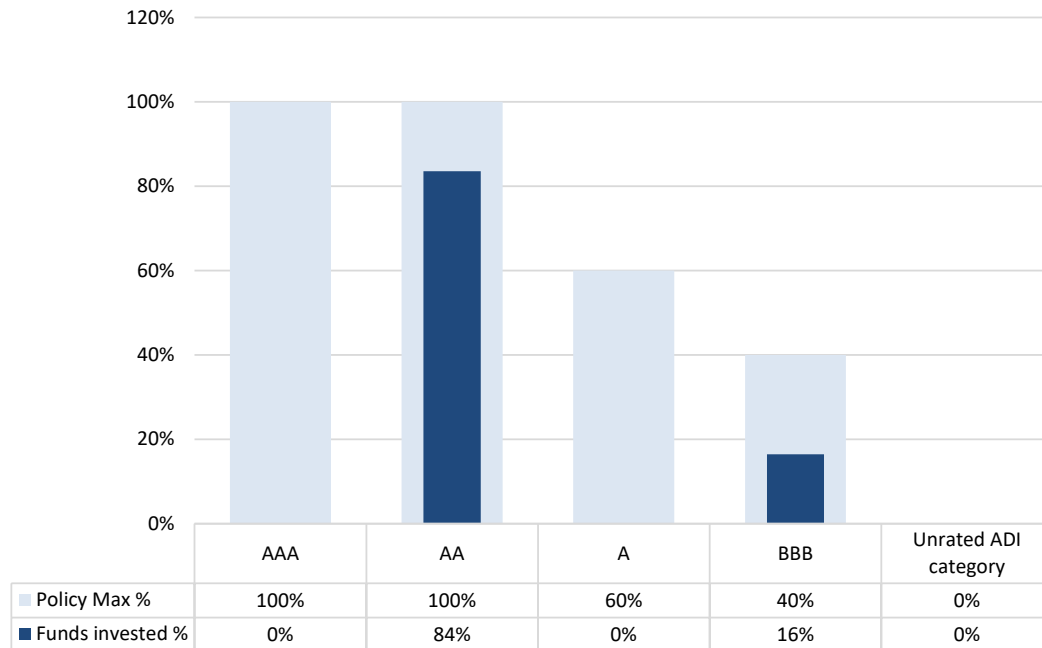
Policy limit – Council's Investment Policy limits funds invested in AAA category Authorised Deposit Institutions (ADI) to a maximum of 60%, 50% with AA category or major bank, 40% with A category ADIs, 30% with BBB category ADIs and 0% in unrated ADIs.

Portfolio Products

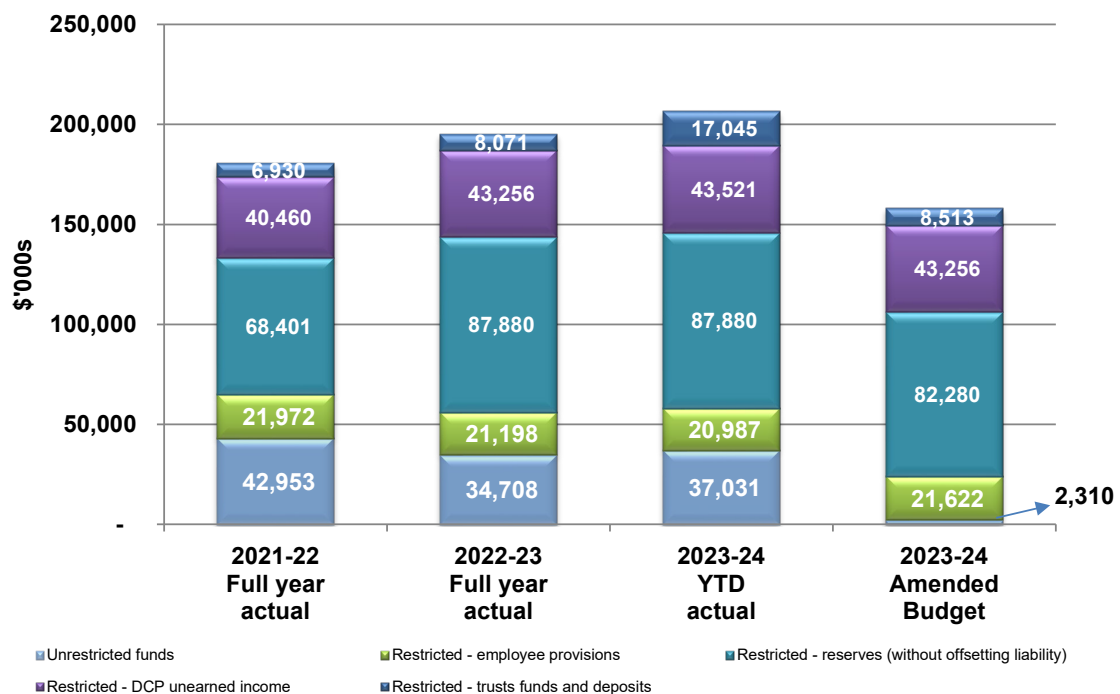


Note: Green deposits: 9% (or \$17.8 million) was invested at 30 September 2023. These investments are certified against Climate Bonds Initiative – Climate Bonds Standard, the same certification as green bonds. Investments held with Bendigo Bank fall under this category as this institution does not invest in fossil fuels.

Investment portfolio by credit rating

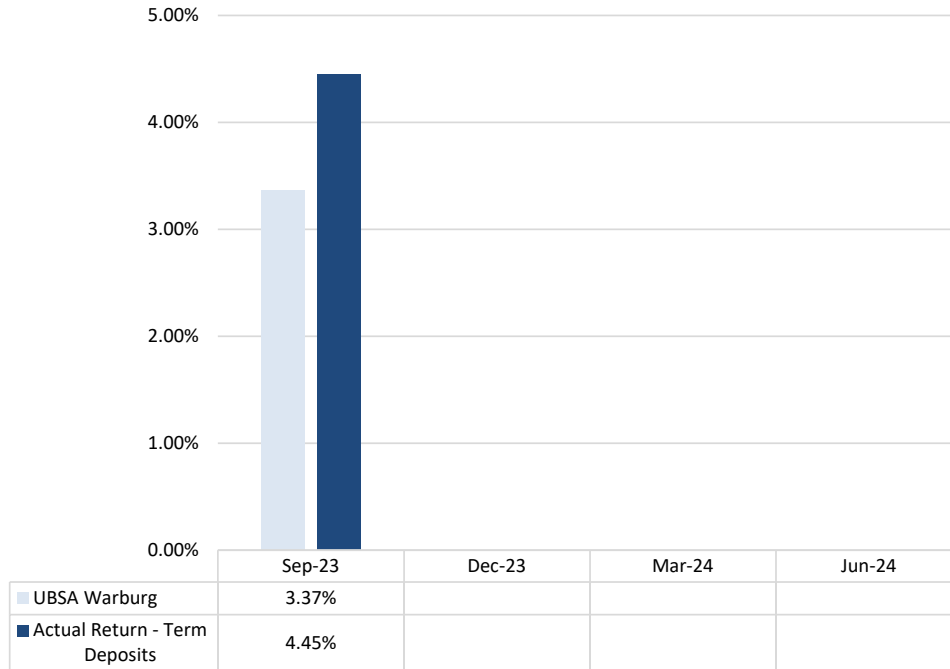


Restricted and unrestricted cash balances

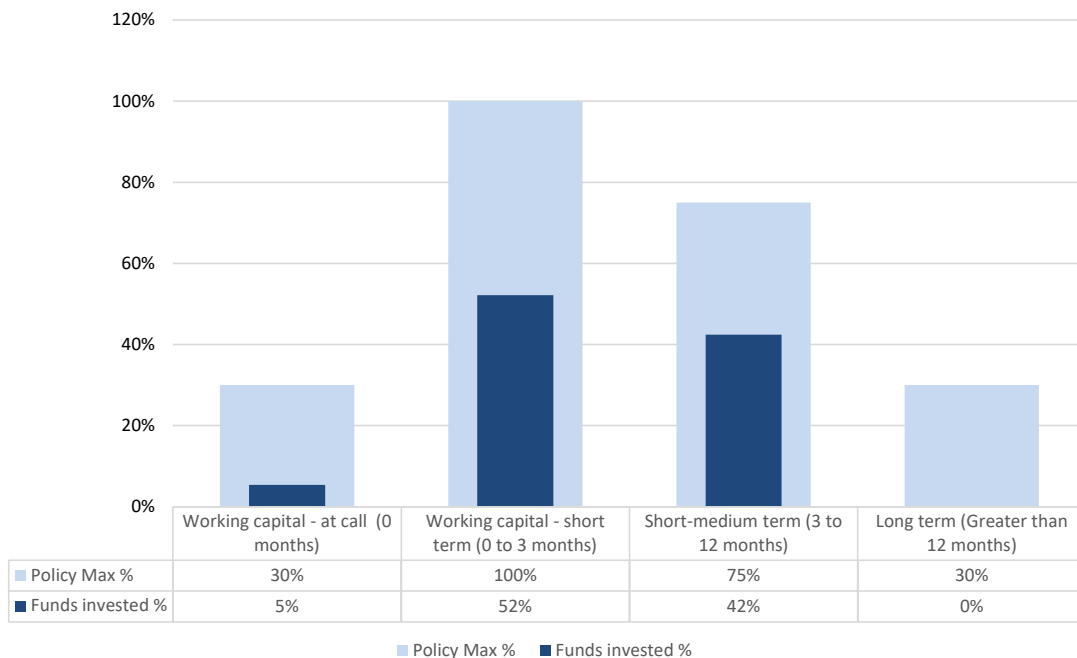


Note – the unrestricted cash balance at 30 September 2023 does not reconcile to the Statement of Cash Flows for the purposes of the above graph as the term deposits over 90 days classified as ‘financial assets’ has been included as cash here.

Benchmark Indicator - Term/Green Deposits



Maturity Targets



The above graph includes both cash and investments.

APPENDIX 3 – Directorate Analysis

Total Operating Results

CGD BY DIRECTORATE					
	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Chief Executive Office	-	-	-	-	-
Greater Dandenong Business	2	2	-	392	386
Corporate Services	633	616	17	2,684	2,684
Engineering Services	7,487	7,414	73	29,881	29,288
City Planning Design and Amenity	4,464	4,615	(151)	16,876	16,768
Community Strengthening	6,332	5,129	1,203	25,514	24,630
Non-Directorate ^(a)	40,213	40,219	(6)	156,835	169,051
Capital Works Program	6	-	6	13,798	5,316
Total income	59,137	57,995	1,142	245,980	248,123
Expenses					
Chief Executive Office	216	214	(2)	709	709
Greater Dandenong Business	857	918	61	4,678	4,145
Corporate Services	9,289	9,299	10	26,238	26,010
Engineering Services	13,067	16,554	3,487	74,974	73,677
City Planning Design and Amenity	4,440	4,715	275	21,062	20,813
Community Strengthening	13,404	14,418	1,014	62,087	54,126
Non-Directorate ^(a)	9,355	9,357	2	39,560	39,560
Capital Works Program	-	-	-	-	-
Total expenses	50,628	55,475	4,847	229,308	219,040
Net surplus (deficit)	8,509	2,520	5,989	16,672	29,083

^(a) Non Directorate includes non-attributable items such as rates income, developer's contributions, interest income, non-monetary assets, finance costs and depreciation.

Note. Total income and total expenditure may differ to the operating result presented earlier in this report due to the treatment of proceeds from asset sales and associated written down value.

CEO DIRECTORATE

OPERATING RESULT

Notes	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Other income	-	-	-	-	-
Total income	-	-	-	-	-
Expenses					
Employee costs	142	141	(1)	610	610
Materials and services	73	72	(1)	94	94
Other expenses	1	1	-	5	5
Total expenses	216	214	(2)	709	709
Net surplus (deficit)	(216)	(214)	(2)	(709)	(709)

BUSINESS UNITS

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
CEO	-	-	-	-	-
Total income	-	-	-	-	-
Expenses					
CEO	216	214	(2)	709	709
Total expenses	216	214	(2)	709	709
Net surplus (deficit)	(216)	(214)	(2)	(709)	(709)

Notes:

No notes/comments required for this directorate.

GREATER DANDENONG BUSINESS GROUP

OPERATING RESULT

Notes	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
User fees	-	-	-	6	6
Grants - operating	-	-	-	326	320
Other income	2	2	-	60	60
Total income	2	2	-	392	386
Expenses					
Employee costs	629	666	37	2,892	2,823
Materials and services	181	212	31	1,610	1,183
Other expenses	47	40	(7)	176	139
Total expenses	857	918	61	4,678	4,145
Net surplus (deficit)	(855)	(916)	61	(4,286)	(3,759)

BUSINESS UNITS

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Greater Dandenong Business Execut	-	-	-	-	-
Business Networks	-	-	-	373	373
Business and Revitalisation	-	-	-	13	7
Major Projects	-	-	-	-	-
Economic Development	2	2	-	6	6
Total income	2	2	-	392	386
Expenses					
Greater Dandenong Business Execut	82	99	17	427	427
Business Networks	232	273	41	1,298	1,053
Business and Revitalisation	251	248	(3)	1,216	1,039
Major Projects	63	63	-	278	203
Economic Development	229	235	6	1,459	1,423
Total expenses	857	918	61	4,678	4,145
Net surplus (deficit)	(855)	(916)	61	(4,286)	(3,759)

Notes:

No notes/comments required for this directorate.

CORPORATE SERVICES DIRECTORATE

OPERATING RESULT

	Notes	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income						
Statutory fees and fines		33	26	7	104	104
User fees		8	6	2	23	23
Grants - operating		-	23	(23)	94	94
Other income		592	561	31	2,463	2,463
Total income		633	616	17	2,684	2,684
Expenses						
Employee costs	1	3,543	3,657	114	15,840	15,618
Materials and services	2	5,305	5,161	(144)	8,995	8,990
Other expenses		441	481	40	1,403	1,402
Total expenses		9,289	9,299	10	26,238	26,010
Net surplus (deficit)		(8,656)	(8,683)	27	(23,554)	(23,326)

BUSINESS UNITS

		YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income						
Corporate Services Executive		-	-	-	-	-
Communications and Customer Service		248	170	78	679	679
Governance		317	343	(26)	1,609	1,609
Information Technology		7	-	7	-	-
Financial Services		50	73	(23)	271	271
People, Culture and Innovation Services		11	30	(19)	125	125
Total income		633	616	17	2,684	2,684
Expenses						
Corporate Services Executive		86	86	-	299	299
Communications and Customer Service		1,310	1,454	144	5,977	5,976
Governance		789	813	24	3,186	3,186
Information Technology		3,144	3,310	166	6,522	6,522
Financial Services		1,229	941	(288)	3,254	3,254
People, Culture and Innovation Services		2,731	2,695	(36)	7,000	6,773
Total expenses		9,289	9,299	10	26,238	26,010
Net surplus (deficit)		(8,656)	(8,683)	27	(23,554)	(23,326)

Corporate Services Directorate

Expenditure

Note 1 Employee costs (\$114,000 favourable) – Favourable variance due to delay in recruitment and lower temporary agency staff costs (Information Technology Executive \$71,000, Urban Screen \$39,000, Civic Facilities \$36,000, Call and Service Centres \$30,000, Occupational Health and Safety \$23,000 and Organisation Development Executive \$12,000).

This favourable variance is partly offset by a higher than anticipated salaries and temporary agency staff costs to date (Financial Service \$33,000, Emergency Management \$30,000, Communications and Customer Service Executive \$25,000 and Governance \$24,000).

Note 2 Materials and services (\$144,000 unfavourable) – Mainly due to an incorrect allocation that will be resolved in October (Property Revenue \$250,000) combined with higher than anticipated professional services (Occupational Health and Safety \$26,000, Organisational Development Executive \$18,000 and Financial Services \$12,000).

This unfavourable variance is offset by a delay in receipt of invoices and commencement of projects, combined with lower than anticipated printing and stationery, postage and storage, subscriptions, professional services and software and application maintenance (Technical Services \$66,000, Records Management \$24,000, Communications and Customer Service Executive \$21,000 and Call and Service Centres \$19,000).

ENGINEERING SERVICES DIRECTORATE

OPERATING RESULT

	Notes	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income						
Rates and charges		6,619	6,619	-	26,315	26,315
Statutory fees and fines		71	67	4	267	267
User fees		149	151	(2)	605	605
Grants - operating		34	-	34	85	85
Asset sales		236	250	(14)	1,000	1,000
Other income	3	378	327	51	1,609	1,016
Total income		7,487	7,414	73	29,881	29,288
Expenses						
Employee costs	4	4,509	4,665	156	20,439	20,439
Materials and services	5	8,521	11,849	3,328	54,138	52,841
Bad and doubtful debts		-	-	-	1	1
Carrying amount of assets sold		-	-	-	254	254
Other expenses		37	40	3	142	142
Total expenses		13,067	16,554	3,487	74,974	73,677
Net surplus (deficit)		(5,580)	(9,140)	3,560	(45,093)	(44,389)

BUSINESS UNITS

		YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income						
Engineering Services Executive		-	-	-	-	-
Infrastructure Services		7,133	7,103	30	28,638	28,045
City Improvement		7	5	2	19	19
Transport and Civil Development		347	306	41	1,224	1,224
Total income		7,487	7,414	73	29,881	29,288
Expenses						
Engineering Services Executive		-	-	-	-	-
Infrastructure Services		9,582	13,141	3,559	60,552	59,347
City Improvement		2,798	2,791	(7)	12,139	12,047
Transport and Civil Development		687	622	(65)	2,283	2,283
Total expenses		13,067	16,554	3,487	74,974	73,677
Net surplus (deficit)		(5,580)	(9,140)	3,560	(45,093)	(44,389)

Engineering Services Directorate

Income

Note 3 Other income (\$51,000 favourable) – Higher than anticipated recoveries for assets (Asset Protection \$50,000 and Roads \$20,000).

Expenditure

Note 4 Employee costs (\$156,000 favourable) – Favourable variance due to delay in recruitment and lower temporary agency staff costs (Roads \$70,000, Parks Services \$56,000, Cleansing \$45,000, Infrastructure Services and Planning Executive \$36,000, Waste Management \$23,000 and CIP Implementation \$19,000).

This favourable variance is partly offset by a higher than anticipated temporary agency staff costs (City Improvement Executive \$68,000 and Building Maintenance \$16,000).

Note 5 Materials and services (\$3.33 million favourable) - Favourable variance due to lower fuel costs, contract costs and professional services combined with a delay in receipt of invoices (Waste Management \$2.49 million, Parks Services \$579,000, Cleansing \$199,000, Building Maintenance \$54,000 and Fleet Management \$64,000).

This favourable variance is partly offset by higher than anticipated software maintenance (Transport \$55,000).

CITY PLANNING, DESIGN and AMENITY

OPERATING RESULT

	Notes	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income						
Statutory fees and fines	6	2,682	2,623	59	10,495	10,495
User fees	7	1,081	1,357	(276)	5,441	5,441
Grants - operating	8	646	574	72	696	588
Other income		55	61	(6)	244	244
Total income		4,464	4,615	(151)	16,876	16,768
Expenses						
Employee costs	9	3,278	3,494	216	15,159	15,159
Materials and services	10	1,153	1,209	56	3,613	3,364
Bad and doubtful debts		-	-	-	2,236	2,236
Other expenses		9	12	3	54	54
Total expenses		4,440	4,715	275	21,062	20,813
Net surplus (deficit)		24	(100)	124	(4,186)	(4,045)

BUSINESS UNITS

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
City Planning, Design and Amenity Exec.	-	-	-	-	-
Building and Compliance Services	317	706	(389)	2,616	2,508
Statutory Planning	504	511	(7)	2,043	2,043
Strategic & Environmental Planning	55	6	49	25	25
Regulatory Services	3,588	3,392	196	12,192	12,192
Total income	4,464	4,615	(151)	16,876	16,768
Expenses					
City Planning, Design and Amenity Exec.	112	112	-	486	486
Building and Compliance Services	1,407	1,316	(91)	4,900	4,665
Statutory Planning	624	741	117	3,249	3,249
Strategic & Environmental Planning	493	604	111	2,601	2,601
Regulatory Services	1,804	1,942	138	9,826	9,812
Total expenses	4,440	4,715	275	21,062	20,813
Net surplus (deficit)	24	(100)	124	(4,186)	(4,045)

City Planning, Design and Amenity Directorate

Income

Note 6 Statutory fees and fines (\$59,000 favourable) – Favourable variance due to higher than anticipated fee income to date (Parking Management \$83,000 and General Law Enforcement \$59,000).

This favourable variance is offset by lower than anticipated fines issued to date (Health \$40,000, Building \$18,000 and Animal Management \$14,000).

Note 7 User fees (\$276,000 unfavourable) – Unfavourable variance mainly due to lower than anticipated income from Health and Streatrader permits and animal registrations (Health \$286,000 and Animal Management \$101,000). The bulk of Health registrations are due to be raised in November.

This unfavourable variance is partly offset by higher than anticipated income from parking permits and car park ticket machines (Car Parks \$128,000).

Note 8 Grants – operating (\$72,000 favourable) – Mainly due to additional grant funding received for School Crossing Supervisors (School Crossing \$78,000). This variance will be assessed during the Mid-Year Budget review.

Expenditure

Note 9 Employee costs (\$216,000 favourable) – Favourable variance due to a delay in filling vacant positions (Statutory Planning \$112,000, Strategic Design and Sustainability Planning \$105,000, Public Safety and Security \$28,000, Building \$28,000 and Animal Management \$17,000).

This favourable variance is offset by higher than anticipated staff costs (Planning Compliance \$28,000 and Health \$19,000) and overtime (Parking Management \$12,000).

Note 10 Materials and services (\$56,000 favourable) - Favourable variance due to lower contract costs and professional expenses to date (Parking Management \$69,000, Car Parks \$16,000 and Animal Management contract pound costs \$12,000).

This favourable variance is offset by higher than anticipated professional services, mainly legal costs (Health \$59,000).

These variances will be reassessed during the Mid-Year Review to determine any permanent impacts.

COMMUNITY STRENGTHENING DIRECTORATE

OPERATING RESULT

	Notes	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income						
User fees	11	670	762	(92)	3,138	3,138
Grants - operating	12	5,320	4,104	1,216	21,405	20,521
Contributions - monetary	13	55	-	55	-	-
Other income		287	264	23	971	971
Total income		6,332	5,130	1,202	25,514	24,630
Expenses						
Employee costs	14	8,681	10,130	1,449	45,225	39,068
Materials and services	15	4,184	3,769	(415)	13,727	12,617
Bad and doubtful debts		-	-	-	8	8
Other expenses		539	520	(19)	3,127	2,433
Total expenses		13,404	14,419	1,015	62,087	54,126
Net surplus (deficit)		(7,072)	(9,289)	2,217	(36,573)	(29,496)

BUSINESS UNITS

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Community Services Executive	-	-	-	-	-
Community Wellbeing	3,873	2,941	932	12,502	11,618
Community Care	2,049	1,814	235	10,278	10,278
Community Arts, Culture and Libraries	260	204	56	2,051	2,051
Community Development, Sports and Recreation	150	171	(21)	683	683
Total income	6,332	5,130	1,202	25,514	24,630
Expenses					
Community Services Executive	198	185	(13)	783	783
Community Wellbeing	5,000	5,525	525	24,844	18,203
Community Care	3,035	3,465	430	15,261	14,666
Community Arts, Culture and Libraries	3,016	3,020	4	11,571	11,295
Community Development, Sports and Recreation	2,155	2,224	69	9,628	9,179
Total expenses	13,404	14,419	1,015	62,087	54,126
Net surplus (deficit)	(7,072)	(9,289)	2,217	(36,573)	(29,496)

Community Strengthening Directorate

Income

Note 11 User fees (\$92,000 unfavourable) - Unfavourable variance due to lower than anticipated income from service provision (Home and Community Care \$105,000).

Note 12 Grants – operating (\$1.22 million favourable) - comprising:

Grant funding received earlier than anticipated:

- Family Day Care \$576,000
- Home and Community Care \$336,000
- New Directions – Mothers and Babies \$88,000
- Child First \$104,000
- Market Street Occasional Care Centre Operational \$74,000
- Maternal and Child Health \$72,000
- Children's Support Services \$25,000
- Planned Activity Group \$21,000
- PYP Linkages \$16,000

These favourable variances are partly offset by:

Lower than anticipated grant funding recognised to date based on satisfied performance obligations for:

- Sleep and Settling Initiative \$73,000
- Empowering Communities \$30,000
- HACC – Assessments and Team Leaders \$22,000

Note 13 Contributions-monetary (\$55,000 favourable) – Favourable variance due to unbudgeted income received for Mayoral Taskforce. This income will be offset by associated expenditure.

Expenses

Note 14 Employee costs (\$1.93 million favourable) – \$925,000 of this favourable variance relates to grant funded programs which require an acquittal, caused by a delay in recruitment (Enhanced MCH Program \$392,000, Sleep and Settling Initiative \$211,000, Pre-School Field Officer \$87,000, Playgroup Initiatives \$78,000, Drug Strategy \$43,000, Child First \$39,000 and Empowering Communities \$20,000).

The remaining favourable variance is due to a delay in recruitment of vacant positions and difficulty recruiting skilled staff (Home and Community Care \$230,000, Maternal and Child Health \$128,000, Children's Support Services \$119,000, Statutory Panning \$112,000, Strategic Design & Sustainability \$105,000, Information Technology Exec \$71,000, Roads & Drains \$70,000, Library and Information Services \$70,000, Family Day Care \$68,000, Community Arts, Cultural and Library Executive \$40,000, HACC Co-ordination \$36,000, Community Transport \$31,000, Planned Activity Group \$30,000, Parks Services \$56,000 and Urban Screen \$39,000).

The favourable variance is partly offset by higher than anticipated salary and temporary agency staff costs (The Drum Theatre \$92,000, City Improvement \$68,000, Corporate Accounting \$40,000, Festival and Events \$24,000, Community Development \$18,000 and Community Strengthening Executive \$11,000) and grant funded salary expenditure for programs which were carried over from the prior year (Refugee Immunisation Project \$136,000 and New Directions – Mothers and Babies \$89,000).



Note 15 Material and services (\$415,000 unfavourable) – Unfavourable variance is due to higher payments to educators (Family Day Care \$511,000) relating to service delivery requirements which is offset by higher grant income, combined with higher professional services and material costs (Community Care Executive \$31,000, Immunisation \$19,000, Market Street Occasional Child Care \$15,000 and Community Arts, Cultural and Library Executive \$12,000).

This unfavourable variance is partly offset by lower than anticipated expenditure for materials, utilities, professional services and events (Festivals and Events \$29,000, Food Services \$24,000, Community Funding \$23,000 and Libraries \$10,000) and service delivery (PYP Linkages \$14,000).

NON-DIRECTORATE

OPERATING RESULT

Notes	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Rates and charges	37,336	37,375	(39)	143,824	143,824
Grants - operating	142	142	-	(1)	12,215
Contributions - monetary	532	500	32	2,000	2,000
Contributions - non-monetary	-	-	-	7,500	7,500
Other income	2,203	2,202	1	3,512	3,512
Total income	40,213	40,219	(6)	156,835	169,051
Expenses					
Employee costs	40	-	(40)	1,293	1,293
Materials and services	119	160	41	1,046	1,046
Depreciation	8,397	8,397	-	33,601	33,601
Amortisation - right of use assets	149	149	-	598	598
Borrowing costs	650	650	-	2,699	2,699
Finance costs - leases	-	-	-	22	22
Other expenses	-	1	1	301	301
Total expenses	9,355	9,357	2	39,560	39,560
Net surplus (deficit)	30,858	30,862	(4)	117,275	129,491

BUSINESS UNITS

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Governance	-	-	-	-	-
Corporate Accounting	39,681	39,719	(38)	154,835	167,051
Planning and Design	532	500	32	2,000	2,000
Total income	40,213	40,219	(6)	156,835	169,051
Expenses					
Governance	-	-	-	30	30
Corporate Accounting	9,338	9,342	4	39,511	39,511
Planning and Design	17	15	(2)	19	19
Total expenses	9,355	9,357	2	39,560	39,560
Net surplus (deficit)	30,858	30,862	(4)	117,275	129,491

Non-Directorate includes non-attributable items such as rates income, fire services levy payable on Council properties, developer's contributions, interest income, gifted assets, carrying amount of assets disposed/written off and finance costs.

Notes:

No notes/comments required for this directorate.

CAPITAL WORKS PROGRAM

OPERATING RESULT

Notes	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Grants - capital	-	-	-	11,440	5,316
Contributions - monetary	-	-	-	2,358	-
Other income	6	-	6	-	-
Total income	6	-	6	13,798	5,316
Expenses					
Employee costs	-	-	-	-	-
Materials and services	-	-	-	-	-
Other expenses	-	-	-	-	-
Total expenses	-	-	-	-	-
Net surplus (deficit)	6	-	6	13,798	5,316

Notes:

No notes/comments required for this directorate.

APPENDIX 4 - Operating Initiatives

Operating initiative project	2023-24 YTD Actuals \$	2023-24 YTD Budget \$	YTD Variance (Unfav) Fav \$	2023-24 Original Budget \$	Project update 30 September 2023
City Planning, Design and Amenity					
Concept Plan for Lois Twohig Reserve, Dandenong North	-	-	0	40,000	Commencement on the development of the Lois Twohig Reserve Concept Plan will not commence until late quarter two or early quarter three. This is to plan, design and consult on all of the capital works projects that have a construction component that needs to be completed in 2023-24 financial year.
Sub-total	0	0	0	40,000	
Total Operating Initiatives	0	0	0	40,000	

Notes re Operating Initiative reporting:

The reporting on operating initiatives excludes the following:

- salary related initiatives
- operating initiatives that add to an existing budget
- ongoing initiatives



4.1.4 Updated Fraud & Corruption Prevention Policy

Responsible Officer: Manager Governance

Attachments: 1. Fraud Corruption Prevention Policy - Update [4.1.4.1 - 15 pages]

Executive Summary

1. Council's Fraud and Corruption Prevention Policy 2020 has recently been reviewed and updated.
2. This report recommends that the Council adopts the updated Fraud & Corruption Prevention Policy as per Attachment 1 to this report.



Background

3. Council policies are in place to ensure accordance with relevant legislation, regulations and best practices. They provide a consistent approach to Council's operational requirements and promote accountability and transparency of Council decisions and actions.
4. Council adopted the Fraud & Corruption Prevention Policy in July 2017 with the provision to regularly review and update this policy every three (3) years (at most). The 2020 policy has now been reviewed to ensure currency and compliance with relevant legislation and current operational requirements and is now presented to Council for readoption. Note that the policy will be reviewed again in 12 months once changes to the current organisational structure have been completely implemented and adopted across the organisation.

Key Points / Issues / Discussion

5. This policy provides the basis for complying with requirements of the *Public Interest Disclosures Act*, addressing the risk of fraud and corruption, and outlines the rights and responsibilities of Councillors and staff at Greater Dandenong City Council.
6. Key changes in the updated version from the existing 2020 version to note are as follows. The updated policy:
 - a) has been placed into the new Council template format;
 - b) has been reviewed in accordance with the required compliance statements (the *Gender Equality Act 2020*, the *Local Government Act 2020*, etc.);
 - c) has been updated for consistency with Council's recently (late 2022) updated Public Interest Disclosures (PID) Policy and procedure documents;
 - d) has been updated to ensure consistency with Council's updated Fraud & Corruption Control Action Plan;
 - e) has been updated to reflect responsibilities under the current organisational structure (and makes allowance for any future appointment of an Executive Director, Corporate Development);
 - f) has been updated with current external resources and weblinks;
 - g) has been updated with all reference to Council documents, legislation, other codes or standards, to current names and versions, etc.;
 - h) removes information that unnecessarily duplicates PID documentation and information; and
 - i) simplifies the language and provides consistent tenses.

Financial Implications

7. There are no financial implications associated with this report.

Community and Stakeholder Consultation

8. The draft update was provided to the Managers' group and the Staff Consultative Committee for review and feedback, and relevant were changes made in response.



Legislative and Policy Obligations

9. This report has considered Council's legislative and policy obligations (where applicable) as outlined in the Report Considerations section detailed in the front of this Agenda. The applicable obligations considered and applied are:
- The Overarching Governance Principles of the *Local Government Act 2020*; and
 - Related Council Policies, Strategies or Frameworks.

Conclusion

10. The principal objective of the review was to ensure that the policy is aligned with current legislative requirements and remains relevant and up to date.
11. An extensive review of the Fraud & Corruption Prevention Policy has been undertaken and it is now presented to Council for readoption.

Recommendation

That Council endorses the updated Fraud & Corruption Prevention Policy provided in Attachment 1 to this report.

Fraud and Corruption Prevention Policy

Policy Endorsement:	Endorsement Required by Council		
Policy Superseded by this Policy:	Fraud and Corruption Prevention Policy		
Directorate:	Corporate Development		
Responsible Officer:	Manager Governance, Legal and Risk		
Policy Type:	Compliance		
File Number:	A7668648	Version No:	005
1 st Adopted by Council 24 July 2017	Minute No. 319	Last Adopted by Council: 10 August 2020 (Vers. 4)	Minute No. 4.2.2
Review Period:	3 years (maximum)	Next Review:	November 2024

This page has been left intentionally blank.

TABLE OF CONTENTS

1.	POLICY OBJECTIVE	3
2.	BACKGROUND	3
3.	SCOPE	4
4.	DEFINITIONS	4
5.	POLICY	7
6.	RESPONSE TO THE OVERARCHING GOVERNANCE PRINCIPLES OF THE LOCAL GOVERNMENT ACT 2020.....	7
7.	CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006 – COMPATIBILITY STATEMENT	8
8.	RESPONSE TO THE GENDER EQUALITY ACT 2020.....	8
9.	CONSIDERATION OF CLIMATE CHANGE AND SUSTAINABILITY	8
10.	RESPONSIBILITIES	8
11.	REPORTING, MONITORING AND REVIEW.....	13
12.	REFERENCES AND RELATED DOCUMENTS.....	13

1. POLICY OBJECTIVE

This *Fraud & Corruption Prevention* policy outlines Council's commitment to the prevention and detection of fraud, corruption and misappropriation, and aims to:

- protect public funds and assets against fraud and/or corruption by the development, implementation and regular review of fraud and corruption prevention and detection controls
- educate staff and set high standards of professional and ethical conduct, particularly with respect to proper and transparent expenditure, and decision-making and management of public funds and assets
- foster an environment within which Council officers undertake active financial management and monitoring, and fraud and corruption control and reporting are established as a responsibility of all, in line with the organisational REACH values

Policy Statement

Council will not tolerate fraud or corruption in any form and is committed to:

- minimising losses by developing and implementing a fraud and corruption control plan
- raising staff awareness about fraud and corruption
- preventing fraud and corruption in the workplace
- creating an environment where concerns can be raised in a timely, safe and confidential manner
- detecting and investigating cases of fraud and/or corruption
- adopting appropriate investigation procedures, and providing support or representation for persons involved in investigation of any fraud or corruption allegations
- referring cases of suspected fraud or corruption to relevant authorities (immediately, or following initial investigation, depending on the allegations and/or available information)
- applying appropriate disciplinary procedures where fraud or corruption is proven
- taking appropriate action to recover any losses arising from fraudulent or corrupt activity

In any instances of fraud or corruption reported to an Officer of GDCC, Council commits to:

- thorough, fair and reasonable investigation of the reported circumstances
- appropriate referral to outside authorities, as warranted, or required by legislation
- affording protection to anyone reporting a matter (as per the Public Interest Disclosure or PID act, and/or in providing the expected level of confidentiality and privacy, subject to the requirements of investigation)
- the presumption of innocence for anyone accused of alleged fraudulence or corruption
- reasonable support and care for everyone involved in any allegations of fraud or corruption

2. BACKGROUND

The Victorian Local Government sector is rightly scrutinised for the efficient and effective management of public funds and assets with a strong emphasis on the prevention of fraud and/or corruption.

Fraud and/or corruption can adversely impact a Council's ability to meet its legislative obligations and achieve its objectives. It can damage its public image and reputation and adversely impact on service delivery and financial stability.

The *Local Government Act 2020* ("**LG Act**") also mandates that Councils must have adequate internal control systems. An adequate fraud and corruption control framework is a critical element to such a system, to minimise opportunities for fraud or corruption and to respond to inappropriate actions.

Greater Dandenong City Council is also subject to the Public Interest Disclosures Act 2012 ("**PID Act**"). This legislation encourages whistle-blowers ("**disclosers**") in coming forward and make public interest disclosures ("**PIDs**") relating to improper conduct (including fraudulent and corrupt conduct) within or by the Council, Councillors, employees and community members.

The PID Act protects disclosers and people connected with PIDs from suffering detrimental action in reprisal for making a disclosure or cooperating with the investigation of a PID.

Penalties for breaching the prohibitions contained in the PID Act are serious enough to attract 6-12 months' imprisonment and significant financial payments.¹

Perpetrators found to have committed fraudulent or corrupt activities will be subject to Council's disciplinary procedures and may also be prosecuted under the *Crimes Act 1958* (Vic).

3. SCOPE

This policy applies to everyone who directly or indirectly has an interest in the Greater Dandenong City Council (GDCC), as Councillors and employees, volunteers and contractors.

All Councillors and GDCC employees are required to act honestly and with integrity and to safeguard the public resources for which they are responsible, at all times.

This policy is to be read in conjunction with the *Fraud & Corruption Control Plan*, and supports and complements other Council policies and practices, as listed (but not limited to those) under *REFERENCES AND RELATED DOCUMENTS*, below.

4. DEFINITIONS

Unless otherwise specified within this policy, the following words and phrases are defined to mean the following, for this policy. Note that the definitions of **Corrupt conduct**, **Fraud** and **Improper Conduct** are not necessarily limited by the following definitions, and may be subject to interpretation against specific circumstances, acts, or changes to legislation (including, but not limited to, the *Crimes Act 1958* (Vic)).

Corruption includes dishonest or improper use of a position on the part of any Employee, Councillor or former Employee or Councillor.²

For the purpose of the *PID Act* and the *Independent Broad-based Anti-Corruption Commission Act 2011* ("**IBAC Act**") - to which the organisation and all Employees and Councillors must comply - "**Corrupt conduct**" means conduct:

¹ For more information about how the Council complies with the PID Act, see its Public Interest Disclosures Procedures, as established under s 58 of the PID Act

² Section 4, IBAC Act

- (a) *of any person that adversely affects the honest performance by a public officer or public body of his or her or its functions as a public officer or public body; or*
- (b) *of a public officer or public body that constitutes or involves the dishonest performance of his or her or its functions as a public officer or public body; or*
- (c) *of a public officer or public body that constitutes or involves knowingly or recklessly breaching public trust; or*
- (d) *of a public officer or a public body that involves the misuse of information or material acquired in the course of the performance of his or her or its functions as a public officer or public body, whether or not for the benefit of the public officer or public body or any other person; or*
- (da) *of a person (the first person) intended to adversely affect the effective performance or exercise by a public officer or public body of the functions or powers of the public officer or public body and result in the first person or an associate of the first person obtaining-*
 - (i) *a license, permit, approval, authority or other entitlement under any Act or subordinate instrument; or*
 - (ii) *an appointment to a statutory office or as a member of the board of any public body under any Act or subordinate instrument; or*
 - (iii) *a financial benefit or real or personal property; or*
 - (iv) *any other direct or indirect monetary or proprietary gain - that they would not have otherwise obtained; or*
 - (e) *that could constitute a conspiracy or an attempt to engage in any conduct referred to in paragraph (a), (b), (c), (d) or (da) - being conduct that would constitute a relevant offence.*

Councillors: a person who holds the office of member of a Council, under the requirements of the LG Act.

Council Funds: Cash, cheques, electronic funds transfers, vouchers or other negotiable instruments that belong to the Greater Dandenong City Council, or for which the Council has responsibility.

Council Property: Tangible or intangible assets owned by the Greater Dandenong City Council.

Employee: Includes Council employees (whether full-time, permanent part-time, temporary, casual and those on secondment), Contractors, Volunteers, or the employees of anyone providing services to or on behalf of Council.

Fraud: is characterised by dishonest conduct, which may include misuse of position or authority to obtain unjust advantage, the theft of funds, assets, intellectual property or other information, or the unauthorised use of Council assets for personal gain.

IBAC: the Independent Broad-Based Anti-Corruption Commission

Improper conduct: defined by the PID Act as including corrupt conduct as defined in s4 of the IBAC Act ³, or any of the following ⁴:

- (b) *conduct of a public officer or public body engaged in by the public officer or public body in their capacity as a public officer or a public body that constitutes -*
 - (i) *a criminal offence; or*
 - (ii) *serious professional misconduct; or*
 - (iii) *dishonest performance of public functions; or*
 - (iv) *an intentional or reckless breach of public trust; or*

³ Section 4(a), PID Act

⁴ Section 4, PID Act

- (v) an intentional or reckless misuse of information or material acquired in the course of the performance of the functions of the public officer or public body; or*
 - (vi) a substantial mismanagement of public resources; or*
 - (vii) a substantial risk to the health or safety of one or more persons; or*
 - (viii) a substantial risk to the environment; or*
 - (c) conduct of any person that -*
 - (i) adversely affects the honest performance by a public officer or public body of their functions as a public officer or public body; or*
 - (ii) is intended to adversely affect the effective performance or exercise by a public officer or public body of the functions or powers of the public officer or public body and results in the person, or an associate of the person, obtaining -*
 - (A) a licence, permit, approval, authority or other entitlement under any Act or subordinate instrument; or*
 - (B) an appointment to a statutory office or as a member of the board of any public body under any Act or subordinate instrument; or*
 - (C) a financial benefit or real or personal property; or*
 - (D) any other direct or indirect monetary or proprietary gain - that the person or associate would not have otherwise obtained; or*
 - (d) conduct of any person that could constitute a conspiracy or attempt to engage in any of the conduct referred to in paragraph (a), (b) or (c).*
- (NB: proprietary gain used in this context means exclusive or private gain)*

LGI: Local Government Inspectorate

Prevention: the process by which the Greater Dandenong City Council, through Councillors, management team, employees, volunteers, and providers manage risks to prevent fraud and corruption, and includes:

- adoption of appropriate internal controls in response to fraud and corruption risk assessment, and embedding preventative measures and performance standards in relevant Council policies, procedures, and activities (such as procurement, recruitment, and governance and finance systems, practices, reporting and information)
- adherence to the Councillor and Staff Codes of Conduct - committing to ethical practices, organisational values, and disciplinary standards
- a commitment to imposing appropriate sanctions where applicable (e.g., disciplinary action and/or forwarding evidence and/or information to other agencies) to act as deterrence
- a transparent (confidential and protected) and easy system for reporting allegations
- publicising the outcomes of investigations where allegations of fraud or corruption are found to have substance, as a further deterrent
- raising awareness of Council's processes for preventing and responding to fraud and corruption, including compliance with legislative obligations, such as the PID and IBAC Acts
- providing information through the public website and the organisational intranet, including this policy (and others), and how officers and members of the public can report suspected fraud or corruption.

Record: any and all information created, sent, and received by a Council employee whilst carrying out the business of Council, including electronic documents, emails, website content, audio-visual records, databases and system-generated records, as well as physical documents and files.

5. POLICY

In accordance with the *Staff and Councillors Codes of Conduct*, all Councillors and Employees are responsible for acting with propriety and integrity in undertaking their duties.

Councillors and Employees must not use their position with the Council to gain personal advantage or to confer advantage, or disadvantage on any other person or organisation.

When a Councillor or Employee detects or is made aware of possibly fraudulent or corrupt activity, they have an obligation to report this. Internal and external mechanisms for reporting suspected fraud or corruption are provided in the *Fraud & Corruption Prevention and Control Plan*, available to staff on The Source: [Fraud and Corruption Prevention and Control Policy | Greater Dandenong Council](#) internally or externally.

Roles and responsibilities of officers under the PID Act are outlined in the Public Interest Disclosures Procedures (“**PID Procedures**”) available to staff on the PID Act information page on The Source: [Public Interest Disclosure Procedures | Greater Dandenong Council](#). This provides options for reporting PID matters internally or externally. (The *Fraud & Corruption Prevention and Control Plan* also provides a summary decision tree for determining if a matter is a reportable PID issue.)

All reports of alleged fraud or corruption will be treated in the strictest of confidentiality, and the identity of any discloser will be protected (until and if such details need to be provided to the Police or other authorised investigative authority). Records relating to any report of suspected fraud or corruption will be protected, and access granted only to appropriately authorised and relevant officers.

Council will establish and maintain a *Fraud & Corruption Prevention and Control Plan*, which includes an identification of areas of possible fraud and corruption, which are reflected in a “fraud risk register”, maintained on Council’s *Pulse* database.

6. RESPONSE TO THE OVERARCHING GOVERNANCE PRINCIPLES OF THE LOCAL GOVERNMENT ACT 2020

This Council *Fraud Policy* is compatible with and supports and upholds the overarching governance principles of Section 9 of the *Local Government Act 2020*, particularly, but not restricted to:

- (a) Council decisions are to be made and actions taken in accordance with the relevant law
- (g) the ongoing financial viability of the Council is to be ensured
- (i) the transparency of Council decisions, actions and information is to be ensured

Additionally, this Policy helps to ensure that the following supporting principles of the *Local Government Act 2020* are met:

- (b) the public transparency principles (section 58)
- (d) the financial management principles (section 101)

The processes outlined in this policy overtly provides for making the policy available to the public and provides access to reporting mechanisms. Stewardship of the policy and its associated actions is suitably delegated and resourced within the existing budget.

Associated procedures - including the management of documentation and identifying information - provide for both privacy and confidentiality (under the *Charter of Human Rights and Responsibilities*; see below), whilst broader transparency is also provided by GDCC being subject to internal and external audit and FOI access (as applicable).

Further transparency is ensured by having an external provider for whistle-blower situations, and providing direct contact details for independent, external bodies (IBAC, VO) that can call on Council to make information available.

Additionally, this policy commits Council to undertaking recovery processes in fraudulent scenarios, and serves as a deterrence for fraud and corruption. This helps ensure that GDCC uses its financial and other resources for serving the community.

7. CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006 – COMPATIBILITY STATEMENT

All matters relevant to the Victorian Charter of Human Rights and Responsibilities have been considered in the preparation of this policy and are consistent with the standards set by the Charter. The specific areas in the Victorian Charter of Human Rights and Responsibilities that relate to this policy are:

- Section 8 - Right to recognition and equality before the law
- Section 13 - Right to privacy and reputation
- Section 15 - Right to freedom of expression
- Section 18 - Right to have the opportunity to take part in public life and to vote
- Section 24 - Right to a fair hearing

8. RESPONSE TO THE GENDER EQUALITY ACT 2020

Council's Diversity, Access and Equity Policy and the *Gender Equality Act 2020* have been considered in the preparation of this policy but are not relevant to its contents.

The policy is purely administrative in its nature and does not have the potential to influence broader social norms and gender roles.

9. CONSIDERATION OF CLIMATE CHANGE AND SUSTAINABILITY

This policy has no obvious impact on Council's *Declaration on a Climate and Ecological Emergency* or *Climate Change Emergency Strategy 2020-2030* or the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability; this policy is purely administrative in nature without potential to influence climate change adaptation, sustainability initiatives, or emissions reduction.

10. RESPONSIBILITIES

Audit and Risk Committee

The Audit and Risk Committee is responsible for monitoring the effectiveness of adopted policies and practices intended to reduce the risk of fraud and/or corruption.

If a fraud or corruption incident has occurred, the Audit and Risk Committee will be notified by a Senior Officer of Council (currently the *Executive Director Corporate Development* and/or the *Manager Governance, Legal & Risk*), consistent with Council's obligations of confidentiality for receiving and handling PIDs or other such reports.

Chief Executive Officer

When advised of any alleged fraud or corruption, the CEO will consider the nature and individual

circumstances (including formal advice or reports from investigators) and determine whether a matter will be dealt with under Council policies, e.g., *Performance and Behavioural Issues Policy*, or be referred directly to the appropriate authority, e.g., Victoria Police, the Local Government Inspectorate or IBAC.

Accordingly, the CEO will, and consistent with Council's obligations of confidentiality under the PID Act, if appropriate:

1. Inform the Mayor, Councillors and/or the Victorian Auditor General's Officer of the incident
2. Provide anonymised information at the next Audit & Risk Committee meeting of the actions undertaken to investigate the matter and any outcomes of the investigation
3. If the Executive Director Corporate Development (or Manager Governance, Legal & Risk), is suspected of fraud or corruption, assume responsibility for the investigation
4. As a "Principal Officer", the CEO must notify IBAC of any current or past matter they reasonably suspect involves corrupt conduct

For more information and resources for mandatory reporting obligations, see [Mandatory notifications | IBAC](#)⁵

Executive Director Corporate Development (or Manager Governance, Legal & Risk)

The Executive Director (or Manager) is responsible for the update of the fraud risk assessment/register.

When advised of any alleged fraud or corruption, the Executive Director (or Manager) will:

- consider whether any of the Council's obligations under the PID Act are triggered and act immediately to comply with them if so, including proactively securing the welfare of all persons connected with a PID and who are entitled to protections under the PID Act
- in consultation with the relevant Executive Director and the Manager Governance, Legal & Risk, engage a suitable investigator, either internal or external to Council
- as the responsible officer upholding this Policy, the officer is authorised to make decisions about the nature of the investigation and ultimately the recommendation for any resulting penalty
- if the CEO is suspected of fraud or corruption the investigation will be managed by the Executive Director Corporate Development (or Manager) in consultation with the Mayor (and, if required, the Chair of the Audit & Risk Committee)
- If the Mayor or Councillors are suspected of Fraud or Corruption, this will be managed by the Executive Director Corporate Development (or Manager) in consultation with the CEO (and, if required, the Chair of the Audit & Risk Committee) and under direction of any investigating entity pursuant to the PID Act if an assessable disclosure is involved
- Except as otherwise provided in this policy, the Executive Director Corporate Development (or Manager) will determine how and by whom the investigation will be conducted and whether the Police or other external assistance is required.

This decision will be made considering the nature and scale of the fraud or corruption being investigated. This is to ensure an appropriate level of investigation and resulting actions.

Executive Directors

⁵ Link correct as of 9th May 2023. The IBAC website should be checked for up-to-date information, as required

When advised of any alleged or suspected fraud or corruption - or if the Executive Director themselves suspects or detects fraud or corruption - has occurred, the Executive Director will consider if they are required to act in accordance with the PID Act.

If so, and this is consistent with their obligations under the PID Act, they will also immediately notify the Executive Director Corporate Development (or Manager) who will inform the Chief Executive Officer.

The Executive Director will *not* investigate the suspected fraud/corruption, nor discuss the matter with anyone except:

- the Chief Executive Officer
- Executive Director Corporate Development (or Manager)
- Manager Governance, Legal & Risk
- any investigator appointed by Council or IBAC (if involved).

Manager People & Change

Responsible for personnel issues arising from an investigation in accordance with the provisions of Council's *Staff Code of Conduct, Performance and Behavioural Issues Policy*, or other applicable OD Policies and Guidelines: [OD Policies and Guidelines | The Source \(greaterdandenong.vic.gov.au\)](#). This includes:

- facilitating disciplinary hearings
- appointing an investigator appropriate to the circumstances of the fraud or corruption
- ensure the appropriate management of the welfare of persons connected to a PID, including:
 - affording to those persons the protections they are entitled to under the PID Act, and
 - proactively protecting them against the risk of detrimental actions being taken in reprisal for coming forward or cooperating with the investigation of a PID
- providing information about the investigation process to employees if they are required to participate. This may include witnesses and any other persons relevant to the matter.
- arranging for support and/or representation for employees being subject to - or participating in - an investigation.

< a support person could be: a colleague, friend, or relative, or a Union, Appropriate Workplace Behaviour (AWB) Contact, or Occupational Health and Safety (HSR) representative >

Manager Governance, Legal & Risk

(As above, as per Executive Director Corporate Development, in the absence of that role.)

On the instruction of Executive Director Corporate Development or CEO, is responsible for investigating and reporting back on any irregular transactions or misuse of IT services and equipment brought to this Manager's attention.

Co-ordinating access to IT records, services and equipment for other matters that require investigation, whether facilitated by an in-house or external investigator.

Ensuring the security of any soft-copy records created or extracted due to any investigation, to meet Council's obligations under the PID Act to keep all records confidential and secured against unauthorised access or use and having the means to audit access and use of those records.

Managers

Managers are responsible for the coordination, monitoring, ongoing review and communication of this Policy and actions arising from the *Fraud & Corruption Prevention and Control Plan* and other relevant Council policies, procedures, and systems.

Managers are integral to leading a culture of honesty and integrity for the provision of services to the community and in the conduct of Council operations, consistent with the REACH values.

Managers are responsible for exercising due diligence and control to prevent, detect and report acts of fraud or corruption. Managers must set an example by consistently following established procedures and processes, identifying and implementing any controls for their management area(s), and advising employees of the acceptability or otherwise of their conduct, as required.

Under the PID Act, Managers and supervisors have specific roles to play if they receive a PID notification/allegation from - or a PID notification relating to - anyone whom they manage or supervise. They may also become involved in the welfare management of persons connected to PIDs. Managers at all levels are required to be familiar with their obligations under the PID Act (see [Public Interest Disclosure Procedures | Greater Dandenong Council](#) for more information).

Upon notification of suspected fraud or corruption (or if a Manager has reason to suspect that fraud or corruption exists) the Manager will

- consider if they are required to act in accordance with the PID Act, *and*
- if consistent with their obligations under the PID Act, also immediately notify:
 - their Executive Director, or
 - if the allegation involves that person - the Executive Director Corporate Development (or Manager Governance, Legal & Risk) or
 - if the Chief Executive Officer, the Mayor or a Councillor is alleged to be involved in the fraud or corruption - the matter shall be referred to the Executive Director Corporate Development (or Manager Governance, Legal & Risk)

the Executive Director Corporate Development (or Manager Governance, Legal & Risk) will decide if the matter is to be escalated to either the LGI or IBAC.
 - will *not* investigate the suspected fraud or corruption, nor discuss the matter with anyone other than the Executive Director and/or the appointed investigator, a municipal or IBAC inspector, or Police.
 - the Manager may also have obligations to ensure the appropriate management of the welfare of persons connected to a PID, including:
 - affording to those persons the protections they are entitled to under the PID Act, and
 - proactively protecting them against the risk of detrimental actions being taken in reprisal for coming forward or cooperating with the investigation of a PID
 - Managers will ensure that all staff are encouraged to attend available Fraud and PID training

Risk Management Consultant

- Responsible for the review and update of the policy and strategy and recommending changes to current risk control measures
- Responsible for implementing appropriate risk financing for preventative fraud- or corruption-related activity and insurance (Commercial Crime policy) arrangements for fraudulent activity
- Responsible for appointing a suitable investigator; in the absence of the Manager Governance, Legal & Risk (or delegate this task to another suitable officer, e.g., Risk Management Consultant)

- Provide for the proactive management of the welfare of disclosers and people co-operating with any investigation of a PID, as required. (Refer to Council's *Public Interest Disclosures Procedures*.)

All other Employees

Employees are responsible for safeguarding Council assets against theft, misuse or improper use. Employees are required and encouraged to report any reasonable suspicions of fraud or corruption, consistent with the requirements of the PID Act, and Council's *Public Interest Disclosures Procedures*.

Suspicions or actual knowledge of fraud or corruption must be reported to:

- the Executive Director Corporate Development (or Manager Governance, Legal & Risk) - particularly if the allegation involves Chief Executive Officer, the Mayor or a Councillor; *or*
- to the Chief Executive Officer (if the allegation involves that Executive Director/Manager)

As above, the Executive Director/Manager (or CEO) will decide if the matter is to be escalated to either the Local Government Inspectorate or Independent Broad-Based Commission Against Corruption.

The employee will *not* attempt to investigate the suspected fraud and/or corruption, nor discuss the matter with anyone other than their Manager or the Executive Director (depending on whom may be involved in the alleged fraud or corruption), a Council-appointed investigator, municipal inspector, IBAC investigator or the Police.

All matters regarding the suspected fraud and/or corruption *must* be treated confidentially. Staff seeking to disclose suspected fraud or corruption can avail themselves of the protections of the PID Act. Protection from detrimental action taken in reprisal for making a report or cooperating with an investigation also exists.

All employees must participate in and give full cooperation to audits and investigations, if called upon to do so, including providing testimony or evidence of processes, procedures or specific transactions, decisions, conversations or similar.

Importantly, strict confidentiality obligations apply to all records and information connected with PIDs / suspected fraud or corruption matters, and all employees and Councillors are advised to become familiar with those obligations as set out in the PID Procedures. (Training will also cover these elements.)

Audit Functions

Internal Audit

Internal Audit is not involved in day-to-day checking and assurance but is an independent and objective review activity. Internal Audit also assesses whether there is adequate compliance with applicable legislative requirements, and GDCC's own policies and procedures, including, but not limited to those listed below.

The Internal Auditor will also undertake periodic checks of the effectiveness of Council's policies, systems and procedures as they relate to fraud and corruption prevention. The role of Internal Audit is to assist Council with a methodical review process for the fraud and corruption control environment, and to identify any gaps, failure of controls, or areas for improvement.

External Audit

External Audit is conducted to verify GDCC's annual financial reporting. External Audit also has a role in fraud prevention by reviewing Council policies, systems and procedures against established financial reporting and auditing requirements and accounting standards.

External audit will be - in most circumstances - undertaken by the Victorian Auditors General Office or its appointed agents, and, at times, the Local Government Inspectorate.

11. REPORTING, MONITORING AND REVIEW

The *Fraud & Corruption Prevention Policy* is formally reviewed every three years, as a minimum. In the interim, changes to the legislative framework, or relevant associated developments (eg VO or IBAC bulletins, cases or briefings, etc) will be reviewed to determine if changes to this policy (and the associated *Fraud & Corruption Control Plan*) are necessary.

Responsibility for any review lies with the Manager Governance, Legal & Risk.

The responsibilities outlined in this Policy are communicated through quarterly training, provided by Council's whistle-blower service provider, **Grant Thornton Australia**, and support information will be distributed on GDCC's intranet, also quarterly.

Additionally, the practical implementation of the commitments made in this Policy are outlined in the *Fraud & Corruption Control Plan*, with actions and timeframes specified in that document.

The Public Disclosure framework (including this Policy) is also regularly reviewed by the Internal Auditor.

12. REFERENCES AND RELATED DOCUMENTS

Legislation

- *Crimes Act 1958 (Victoria)*
- *Fair Work Act 2009 (Cwlth)*
- *Financial Management Act 1994*
- *Independent Broad-Based Anti-Corruption Commission Act 2011*
- *Local Government Act 2020*
- *Privacy Act 1988 (Cwlth)*
- *Public Interest Disclosures Act 2012*
- *Public Records Act 1973*

Related Council and Other Policies, Procedures, Strategies, Protocols, Guidelines

- *Australian Standard for Fraud and Corruption Control AS8001-2021*
- *Commercial Crime insurance policy*
- Greater Dandenong City Council:
 - *Appropriate Workplace Behaviours Policy*
 - *Council Expenses, Support and Accountability Policy*
 - *Councillors Code of Conduct and Staff Code of Conduct*
 - *Councillor Gift Policy*
 - *Councillor Media Policy, Media Policy, and Social Media Policy*
 - *Delegations Register*
 - *Enterprise Agreement*
 - *Financial Management Policy*
 - *Fraud & Corruption Prevention and Control Plan*
 - *Fraud and Corruption Response Procedures*

- *Gifts, Benefits and Hospitality Policy*
- *Induction and On-Boarding procedures*
- *Information Security Policy*
- *Mobile Device Policy*
- *Motor Vehicle Management Code of Practice*
- *Performance and Behavioural Issues Policy*
- *Police Check Policy*
- *Privacy and Personal Information Policy*
- *Procurement Policy*
- *Public Interest Disclosure Policy*
- *Public Interest Disclosure Procedures*
- *Purchasing Card Policy*
- *Records Management procedures*
- *Recruitment Policy*
- *Register of Interests and Conflict of Interest procedures and forms*
- *Risk Management Policy*
- *Public Records Office Guidance Procedure (PROS-07/01) (2021)*



4.2 OTHER

4.2.1 List of Registered Correspondence to Mayor and Councillors

Responsible Officer: Manager Governance

Attachments: 1. Correspondence Received 16 October - 3 November 2023
[4.2.1.1 - 2 pages]

Executive Summary

1. Subsequent to past Council resolutions in relation to the listing of registered incoming correspondence addressed to the Mayor and Councillors, Attachment 1 to this report provides a list of this correspondence for the period 16 October – 3 November 2023.

Recommendation

That the listed items for the period 16 October – 3 November 2023 provided in Attachment 1 to this report be received and noted.

Objective

CONNECTED. COLLABORATIVE. COMMUNITY.

Correspondences addressed to the Mayor and Councillors received between 16/10/23 & 03/11/23 - for officer action - total = 2

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Currently Assigned
A letter of concern from ex-Councillor Roz Blades regarding a proposed location for a vending machine under the State's Container Deposit Scheme.	19-Oct-23	19-Oct-23	fA294273	Mayor and Councillors
A request to the Mayor from the Fiji Islamic Cultural Society of Victoria for a referral letter to apply for an infrastructure grant with the State Government.	20-Oct-23	31-Oct-23	fA295631	Mayor and Councillors

NB: Users assigned may have changed by the time of the Council Meeting. Correct at time of report production only.

Objective

CONNECTED. COLLABORATIVE. COMMUNITY.

Correspondences addressed to the Mayor and Councillors received between 16/10/23 & 03/11/23 - for information only - total = 9

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Currently Assigned
The publication "Know My Story - Migrant Women Changing the Cultural Landscape of Greater Dandenong."	18-Oct-23	18-Oct-23	A10270270	Mayor & Councillors
A follow up email from Renewable Energy Upgrades regarding the Victorian Energy Upgrades Program Government Grant.	10-Oct-23	18-Oct-23	A10273778	Mayor & Councillors
An invitation to the Mayor to attend the Mauritian Golden Age Club Inc's Christmas Party on 19 December 2023.	19-Oct-23	20-Oct-23	A10279273	Mayor & Councillors
An invitation to the Mayor to attend the Albanian Australian Community of Dandenong's raising of the flag ceremony in Harmony Square celebrating Independence Day of Albania on 28 November 2023.	24-Oct-23	24-Oct-23	A10285050	Mayor & Councillors
A complaint received regarding Council not lighting up the Dandenong Town Hall in Palestinian colours.	20-Oct-23	24-Oct-23	A10287764	Mayor & Councillors
Suggestions from a local resident on improvements for Councillors to consider.	25-Oct-23	25-Oct-23	A10293309	Mayor & Councillors
An invitation to the Mayor from the Noble Park RSL Sub Branch to attend its Remembrance Day Ceremony on 11 November 2023.	24-Oct-23	26-Oct-23	A10295018	Mayor & Councillors
A letter to the Mayor from DonatLife Victoria asking Council to work with them to help raise awareness about organ and tissue donation across Greater Dandenong.	17-Oct-23	27-Oct-23	A10300024	Mayor & Councillors
An invitation to the Mayor from the Victoria Day Council to attend its Separation Tree Proclamation Ceremony on 17 November 2023.	24-Oct-23	30-Oct-23	A10303905	Mayor & Councillors

NB: Users assigned may have changed by the time of the Council Meeting. Correct at time of report production only.



5 NOTICES OF MOTION

A Notice of Motion is a notice setting out the text of a motion proposed to be moved at the next relevant meeting. It must be in writing, signed by a Councillor, and be lodged with the Chief Executive Officer in sufficient time for them to give each Councillor at least 72-hours notice of such notice.

The guidelines for submitting a notice of motion to a Council meeting are included in the current Governance Rules.



6 REPORTS FROM COUNCILLORS/DELEGATED MEMBERS AND COUNCILLORS' QUESTIONS

The principal purpose of this item in the Council Meeting Agenda is for Councillors to report on their attendance, observations or important matters arising from their liaison or representation with groups for which the Councillor has been formally appointed by Council. In accordance with the documented 'protocol' that applies to either liaisons or representatives, Councillors should raise matters of importance during this item. Other matters may also be reported.

If a Councillor chooses to speak, the name of the conference/event and the Councillor will be noted in the Minutes for that meeting. If a Councillor requires additional information on the conference/event to be listed in the Minutes, they must submit it in writing to a Governance staff member by 12.00pm the day following this Council Meeting.

Question time is provided to enable Councillors to address questions to members of Council staff. The guidelines for asking questions at a Council meeting are included in the current Governance Rules.

Councillors have a total of 15 minutes each to report on their attendances at meetings, conferences or events and to ask questions of Council staff.



7 URGENT BUSINESS

No business may be admitted as urgent business unless it:

- a) relates to or arises out of a matter which has arisen since distribution of the Agenda; and
- b) cannot safely or conveniently be deferred until the next ordinary meeting and unless agreed to by a majority of those Councillors present at the meeting.



8 CLOSE OF BUSINESS