

Agenda

Council Meeting

Monday 25 November 2024, 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 25 November 2024, 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 Jim Memeti

Cr Bob Milkovic

Deputy Mayor Sophaneth (Sophie) Tan

Cr Sean O'Reilly

Cr Phillip Danh

Cr Loi Truong

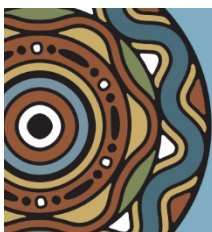
Cr Isabella Do

Cr Melinda Yim

Cr Lana Formoso

Cr Rhonda Garad

Cr Alice Phuong Le



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 CHAIR	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	PETITIONS AND JOINT LETTERS	11
2.1.1	Petitions and Joint Letters	11
2.2	STATUTORY PLANNING APPLICATIONS	15
2.2.1	Town Planning Application – No. 44-50 Clow Street, Dandenong (Planning Application No. PLN23/0559)	15
2.2.2	Town Planning Application - No. 30 Rodeo Drive, Dandenong South (Planning Application PLN24/0124)	58
2.2.3	Planning Delegated Decisions Issued – October 2024	71
3	PUBLIC QUESTION TIME	84
4	OFFICERS REPORTS - PART 2	86
4.1	PROCUREMENT	86
4.1.1	2425-01 Sportsground Lighting and Associated Infrastructure (Multiple Sites)	86
4.2	POLICY AND STRATEGY	92
4.2.1	Quarterly Performance Report July - September 2024	92
4.3	OTHER	186
4.3.1	South East Leisure Pty Ltd - Appointment of Board Members	186
4.3.2	Audit and Risk Committee – Appointment of External Committee Members and Chairperson	191
4.3.3	Medium Grants Program 2024 Round 2	195
4.3.4	Model Councillor Code of Conduct	205
4.3.5	List of Registered Correspondence to Mayor and Councillors	214



4.3.6 Draft Minutes of Advisory Committee Meetings	217
4.3.7 Multicultural and People Seeking Asylum Advisory Committee Meeting Minutes 13 Aug 2024	234
5 NOTICES OF MOTION	243
6 REPORTS FROM COUNCILLORS/DELEGATED MEMBERS AND COUNCILLORS' QUESTIONS.....	244
7 URGENT BUSINESS	245
8 CLOSE OF BUSINESS	246



1 MEETING OPENING

1.1 OPENING OF MEETING BY CHAIR

1.2 ATTENDANCE



1.3 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS OF LAND

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 Mr Shamim Navidi from the Spiritual Assembly of the Baha'is Greater Dandenong, a member of the Greater Dandenong Interfaith Network.



1.5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Meeting of Council held 14 October 2024.

Recommendation

That the Minutes of the Meeting of Council held 14 October 2024 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 PETITIONS AND JOINT LETTERS

2.1.1 Petitions and Joint Letters

Responsible Officer: Manager Governance, Legal & Risk
Attachments: 1. Petitions & Joint Letters [2.1.1.1 - 3 pages]

Officer Recommendation

That this report and its attachment be received and noted.

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.

Petitions and Joint Letters Tabled

4. Council received no new petitions and one (1) submission prior to the Council Meeting of 25 November 2024.
 - A submission was received from 72 residents and 2 proponents regarding the parking of cars and trucks in the designated parking areas on Church Road, Keysborough. This submission has been referred to the relevant Council Business unit/s for action.

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
16/10/2024	<p>Complaint Regarding Parking recently added to Church Road creating hazards</p> <p>I am writing to formally lodge a complaint regarding the parking of cars and trucks in the designated parking areas on Church Road, specifically in the marked section in the attached graphic where visibility for passing vehicles is significantly reduced.</p> <p>I would like to outline the following key reasons why this issue requires immediate attention and action by the Council:</p> <p>Increased risk of accidents: The presence of large trucks (and cars to a slightly lesser degree), in this area obstructs sightlines for drivers, creating a substantial hazard for motorists, cyclists, and pedestrians.</p> <p>The limited visibility significantly increases the risk of accidents, particularly at intersections and pedestrian crossings, where quick reactions and clear visibility are critical for safety.</p> <p>Due to the number of car parks created, it's very difficult to see when turning into Church road exactly how many spots are being utilised and therefore hard to time when drivers can safely pull out to drive on the wrong side of the road to pass the parking bays, this is exacerbated when trucks park in the closest spots to the intersection.</p> <p>Traffic congestion and accessibility issues: Church Road serves as a vital thoroughfare for local traffic, including the 100+ homes in and connecting to Bentley Park Estate.</p>	<p>72 Residents</p> <p>2 Proponents</p>	In Progress	<p>Responsible Officer: Chief Engineer and Major Projects</p> <p>Acknowledgment letter sent 22/10/2024 to the head petitioner.</p>

	<p>The road provides access to several main roads and acts as a key connection point for the surrounding neighbourhoods. The issue is the demand of this road is high, as a major side street, with no traffic lights, many cars choose this route as opposed to any alternative route.</p> <p>The parking of trucks and cars in this area impedes the smooth flow of traffic, creating congestion and making it difficult for vehicles, including emergency services, to pass through.</p> <p>Passing motorists are forced to drive on the wrong side of the road, preventing traffic which belongs on that side from passing until the traffic has cleared. The sightlines are also poor due to the car parks, so moving onto the wrong side of the road is dangerous.</p> <p>As there are only one or two alternate routes, which are less direct or logical for locals, it means adding time to the commute due to several traffic lights at the alternative route, this exacerbates the problem and further increases the likelihood of delays and accidents on Church Road.</p> <p>Lack of logic in current parking arrangements: I find it difficult to understand the rationale behind allowing trucks and cars to park in this section, particularly when considering the significant safety risks and the limited road space, and the clear alternative to use the very wide nature strip slightly further along the same road on the opposite side to the car parks, or having residents use their driveways which are more than ample to fit 2 cars. The current parking layout, with marked car park lines in an area where visibility is compromised, seems to contradict the intent of creating a safe and accessible roadway for all users.</p>			
--	---	--	--	--

	<p>Given the severity of the issue and its impact on the safety and functionality of this major thoroughfare, I respectfully urge the Council to take prompt action by enforcing stricter parking restrictions or revising the parking layout in this area. A restriction could be added with signage preventing trucks to park here, or a time limit sign only allowing cars and trucks to park at particular hours of the day which (like not having cars there in peak hours 8-11 am and 3-6pm - or similar).</p> <p>Preventing cars and especially trucks from parking in the marked section would greatly enhance visibility, reduce traffic congestion, and improve overall safety for everyone using this road.</p> <p>Thank you for your attention to this matter. I look forward to your response and the Council's timely action to address this concern.</p> <p>I have canvassed the local residents of the Bentley Park Estate and attach the confirmation and details of the 70 residents who have agreed to co-sign this complaint letter urging action, as they feel just as concerned about this area as I do. I also attach some photos of the issue as well as the above mentioned graphic.</p>			
--	---	--	--	--



2.2 STATUTORY PLANNING APPLICATIONS

2.2.1 Town Planning Application – No. 44-50 Clow Street, Dandenong (Planning Application No. PLN23/0559)

Responsible Officer: Executive Director City Futures
Attachments: 1. Assessed Plans [2.2.1.1 - 18 pages]

Application Summary

Applicant: Dandenong RSL Sub Branch
Proposal: Buildings and works (alteration and extension to an existing RSL) and to use land to sell or consume liquor (to increase the area the liquor is allowed to be consumed or supplied) and to display business identification signs DECLARED AREA
Zone: Comprehensive Development Zone Schedule 2
Overlay: No overlays
Ward: Dandenong

1. This application has been brought to a Council meeting as it seeks to increase the area where liquor is allowed to be supplied or consumed. All applications for a liquor licence (where they are not associated with a convenience restaurant, restaurant or take away food premises) must be determined at a Council meeting.
2. The application proposes buildings and works (alteration and extension to an existing RSL) and to use land to sell or consume liquor (to increase the area the liquor is allowed to be consumed or supplied) and to display business identification signs.
3. A planning permit is required under the Greater Dandenong Planning Scheme for the following:
 - Pursuant to Clause 37.02-4 (Comprehensive Development Zone) to construct a building or construct or carry out works.
 - Pursuant to Clause 52.05 (Signs) to display business identification signage.
 - Pursuant to Clause 52.27 (Licensed Premises) to use land to sell or consume liquor if the area that liquor is allowed to be consumed or supplied under a licence is to be increased.
4. This report recommends that a permit be granted, subject to conditions.

Objectors Summary

5. 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 and placing two (2) signs on site.
6. No objections to the proposal were received by Council to date.



Recommendation Summary

7. As assessed, the proposal is consistent with and appropriately responds to the provisions of the Greater Dandenong Planning Scheme. The proposal appropriately responds to strategic policy for licensed premises, car parking and urban design in Activity Centres and gateway locations, with this report recommending that the application be supported and that a Permit be granted containing the conditions as set out in the recommendation.
8. If the application was to be appealed to the Victorian Civil and Administrative Tribunal (VCAT) it is the officer's view that it is highly likely that VCAT would also issue a planning permit for this proposal. The cost to Council to defend the application if council officers recommendation is not carried would start at approximately \$25,000.

Subject Site and Surrounds

Subject Site

9. The subject site is occupied by the Dandenong RSL and associated car parking area. The RSL includes a bistro, members lounge, electronic gaming machines and other ancillary components.
10. The site is triangular in shape, with an overall area of 8,870 square metres.
11. The site is located at the corner of Stud Road and Clow Street.
12. The site has a frontage to Clow Street of approximately 100 metres and a frontage to Stud Road of approximately 120 metres.
13. The site is generally flat, however, there is a large retaining wall and garden embankment on the northern and western boundaries to Stud Road and Clow Street intersection. The site is set down lower than the finished level of the intersection of Stud Road and Clow Street.
14. The site is currently accessed using the car parking and access for the Plaza Shopping Centre.
15. There is a two (2) metre wide Melbourne Water sewerage easement running through the site, however, the proposed buildings and works do not cover this easement.

Surrounding Area

16. The subject site is located within the Central Dandenong Activity Centre.
17. The site is within the Comprehensive Development Zone Schedule 2 of Central Dandenong.
18. The properties abutting the site are summarised as follows:
 - To the south and west is the Dandenong Plaza shopping centre and car park.
 - To the east is Stud Road. Further east are single storey residential dwellings in a Residential Growth Zone Schedule 1. Access to these properties is off Foster Street East and Clow Street (not Stud Road). A high timber fence along the western boundary of these properties faces the subject site.
 - To the north is Clow Street. Further north are single and double storey residential dwellings, a four storey apartment building and a petrol station all in a Residential Growth Zone Schedule 1. Access to these properties is off Clow Street.
 - To the north-east diagonally across the intersection of Clow Street and Stud Road is a Hungry Jacks convenience restaurant.



Locality Plan

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



20. An aerial photograph of the subject site and the surrounding area, highlighted in red below (Nearmaps, May 2024).





Background

Previous Applications

21. A search of Council records revealed that the following planning applications have previously been considered for the site:

Ref. No.	Date	Details
Planning Scheme Amendment L24		The RSL was constructed as part of Planning Scheme Amendment L24, which included rezoning of land in the vicinity of Walker Street, Clow Street, Stud Road extension and Foster Street, the closing of Rudduck Street, along with the development of the site currently known as the Dandenong Plaza.
99/496	14 March 2000	additions and alterations to the existing RSL premises, including the construction of a two-level car park area above the existing bowling green on the corner of Clow Street and Stud Road. This permit was not acted upon.
PLN01/0779	11 June 2002	buildings and works, including alterations and additions to the existing Returned Services League (RSL) premises, with associated car parking and landscaping. This Permit required a minimum of 140 spaces to be provided on the site within the former bowling green area and within the designated shared parking area (shared with the Dandenong Plaza), though 90 of these spaces were to be for the sole use of RSL patrons (on the former bowling green). An amended plan, endorsed on 25 July 2002, allowed the 90 spaces for the sole use of RSL patrons to be reduced to 85.
PLN05/0626	2005	buildings and works comprising an extension to the existing building and a reduction in car parking'
PDA07/0010 request to amend planning permit PLN05/0626	2007	to include 'extension of the red line area' in the permit preamble. The amendment was never issued. Instead, the Minister for Planning issued a letter stating that the licensed area did not contravene the Greater Dandenong Planning Scheme. The letter (dated 23 May 2007) was accompanied by a plan that stated that the red line area did not contravene the Greater Dandenong Planning Scheme.
PLN18/0716	15 March 2019	Buildings and works to an existing RSL and to use land to sell or consume liquor (to increase the area the liquor is allowed to be consumed or supplied). Primarily, this permit permitted a 38sqm extension to a storeroom and a small 5sqm extension to the gaming room smoking area and extend the existing red line area to include both of these areas. This permit was amended (PLN18/0716.01) on 28 August 2019 to delete condition 4.



Proposal

22. The RSL has been existing on the site and operating under existing liquor licences for a significant amount of time and this application proposes an extension to an existing RSL and other internal rearrangements and upgrades.
23. Subsequently, the application also proposes to increase the area that liquor is allowed to be consumed or supplied (the red line area). Council's Delegations require that the increase in red line area be determined at a Council meeting.

Buildings and works

24. The extension will include a second storey addition on the northwestern side of the building, and update to approximately half of the existing building. The additional floor area is 993 square metres.
25. The existing billiards room on the eastern side of the building will be demolished and replaced with a terrace area adjoining the sports bar.
26. The western side of the building will be demolished and replaced with a large bistro, eating area, kids play area and courtyard on the ground level and a function space, office and meeting rooms on the first floor.
27. The existing entrance, gaming room, cafe, sports bar and back of house kitchen areas will remain unchanged. No new gaming machines are proposed.

Liquor

28. The increase in red line area will align with the proposed internal rearrangements and extension. The proposed red line area will include the outdoor courtyard, as well as the first floor balcony in the north west corner of the site.
29. No changes are proposed to the existing hours of operation or staff numbers. The increase in floor area will allow the maximum number of patrons that could be accommodated within the venue to increase from 250 to 400. It is noted that the existing liquor licence allows up to 1220 patrons.
30. The applicant has proposed an Alcohol Management Plan (AMP) to outline their commitments to harm reduction within the City of Greater Dandenong.

Signage

31. Business identification signage is proposed on the northern and south western elevations. The signs will both contain the words 'Dandenong RSL'. The sign on the northern elevation will be located approximately 11.6 metres off ground level, attached to the building and be approximately 5.7 square metres in size. The sign on the south western elevation will be located approximately 9.9 metres off ground level, attached to the building and be approximately 2.3 square meters in size.

Other matters

32. The three (3) trees in the north western corner of the site are proposed to be retained.
33. All existing car parking spaces on the site are proposed to be retained.
34. A copy of the submitted plans is provided in Attachment 1 to this report.



Financial Implications

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

Planning Scheme and Policy Frameworks

36. A planning permit is required under the Greater Dandenong Planning Scheme, pursuant to;
- Clause 37.02-4 (Comprehensive Development Zone) to construct a building or construct or carry out works.
 - Clause 52.05 (Signs) to display business identification signage.
 - Clause 52.27 (Licensed Premises) to use land to sell or consume liquor if the area that liquor is allowed to be consumed or supplied under a licence is to be increased.

Zoning Controls

37. The subject site is located in a Comprehensive Development Zone.
38. The purpose of the Comprehensive Development Zone outlined at Clause 37.02 is:
- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
 - *To provide for a range of uses and the development of land in accordance with a comprehensive development plan incorporated in this scheme*
39. Pursuant to Clause 37.02-4, a permit is required to construct a building or construct or carry out works.
40. The Central Dandenong Comprehensive Development Plan, August 2010 applies. The site is located within precinct D, where the use and development objectives are:
- *To create a mix of business and employment uses such as enclosed retail at ground level.*
 - *To encourage high density residential and office development above the ground floor level.*
 - *To require enclosed retail to integrate with the public realm at the ground floor level.*
 - *To better integrate existing enclosed shopping centres with the surrounding land and streetscapes.*
 - *To encourage residential development at upper storey levels.*

Overlay Controls

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



State Planning Policy Framework

42. 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:
- a) To provide for the fair, orderly, economic and sustainable use, and development of land.
 - b) To provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity.
 - c) To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria.
 - d) 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.
 - e) To protect public utilities and other facilities for the benefit of the community.
 - f) To facilitate development in accordance with the objectives set out in paragraphs (a), (b), (c), (d) and (e).
 - (fa) To facilitate the provision of affordable housing in Victoria;
 - g) To balance the present and future interests of all Victorians.
43. 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.
44. Clause 11 – Settlement states that planning is to anticipate and respond to the needs of existing and future communities through provision of zoned and serviced land for housing, employment, recreation and open space, commercial and community facilities and infrastructure.
45. Clause 11.02-1S – Supply of Urban Land contains the objective to ensure a sufficient supply of land is available for residential, commercial, retail, industrial, recreational, institutional and other community uses.
46. Clause 11.03-1S – Activity Centres contains the objective to encourage the concentration of major retail, residential, commercial, administrative, entertainment and cultural developments into activity centres that are highly accessible to the community.
47. Clause 13.05-1S- Noise abatement contains the objective to assist the control of noise effects on sensitive land uses. The policy lists a number of reference documents, including *Noise Limit and Assessment Protocol for the Control of Noise from Commercial, Industrial and Trade Premises and Entertainment Venues (Publication 1826, Environment Protection Authority, May 2021)*.
48. Clause 13.07-3S- Live music contains the objective to encourage, create and protect opportunities for the enjoyment of live music. Strategies include implementing measures to ensure live music venues can co-exist with nearby residential and other noise sensitive land uses.
49. Clause 17 (Economic Development) contains two 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.



50. 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. Clause 17.02-1S (Business) has the objective to encourage development which meets the community's needs for retail, entertainment, office and other commercial services and provides net community benefit in relation to accessibility, efficient infrastructure use and the aggregation and sustainability of commercial facilities.

Local Planning Policy Framework

51. The Local Planning Policy Framework (LPPF) includes the Municipal Strategic Statement (MSS) and Local Policies.
52. 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:
53. A Vision for Greater Dandenong is outlined at Clause 21.03. One of the key focus areas and strategic directions is to showcase central Dandenong as a preferred destination for high quality government services, housing, commercial, retail and entertainment activities.
54. The objectives and strategies of the MSS are under four (4) main themes including: land use; built form; open space and natural environment; and, infrastructure and transportation (considered individually under Clauses 21.04 to 21.07). Of particular relevance to this application are Clauses 21.04-2 (Retail, commerce and entertainment) and 21.05-1 (Urban design, character, streetscapes and landscapes).
55. Clause 21.04 (Land Use) outlines retail, commerce and entertainment land use objectives. Those relevant include;
- *To promote and further develop Central Dandenong as the pre-eminent regional centre for retail, commercial, entertainment and community services in Melbourne's South East.*
 - *To encourage a mix of complimentary land uses that increase and activity centre's commercial variety without compromising its core commercial strengths.*
 - *To encourage greater visitation to the activity centres.*
 - *To create positive social, cultural and economic perceptions of activity centres.*
 - *To protect the amenity of new residential precincts within activity centres from the adverse impact of the commercial operation of the centre in terms of noise, lighting, and significant odours.*



56. The following local planning policies are of particular relevance to this application:

Clause 22.04- Urban Design in Activity and neighbourhood centres

57. Clause 22.04 applies to all retail and commercial activity centres in the Dandenong Activity Centre.

58. The objectives of this clause are to ensure that the design of buildings and works in each centre:

- *Reflect and reinforce the distinctive qualities of Greater Dandenong and the local identity of each centre.*
- *Improve the appearance and amenity of each centre through high quality contemporary urban design and active street frontage, which promotes a sense of place, community identity and a safe environment.*
- *Considers the impact on the retail hierarchy and the planned role and function of other activity and neighbourhood centres.*
- *Provide quality pedestrian access and movement.*
- *Incorporates landscaping to soften built form.*

59. Design requirements for street context and facade design, building bulk, height and alignment, gateways and corner buildings, pedestrian environment, energy efficiency, car parks, landscaping and advertising signs are set out at Clause 22.04-3.

Clause 22.05- Greater Dandenong Gateways Policy

60. Clause 22.05 applies to all land within identified gateway locations. The subject site is within gateway precinct 14 (Central Dandenong- North Approach).

61. The objectives of this policy are:

- *To develop gateways that engage, challenge and inspire the community*
- *To encourage gateway developments that uniquely identify the City of Greater Dandenong*
- *To provide certainty as to how gateway locations will look, feel and function*
- *To improve the perception of the City of Greater Dandenong among its residents and visitors*
- *To improve the visual amenity of the municipality's gateway locations*

62. Public Realm and Built Form Guidelines are contained within the Gateway Concept Plan (City of Greater Dandenong Gateways Strategy, December 2011).

Clause 22.07 – Central Dandenong Local Planning Policy

63. Clause 22.07 applies to all land within the Central Dandenong Metropolitan Activity Centre. The subject site is within the Central Dandenong Activity Centre Boundary.

64. The subject site is located within the enclosed retail mapped area. The vision for these areas, as set out at Clause 22.07-5 is to recognise and respond to the public realm interface to ensure the streetscape is not sterilised. It is policy to better integrate existing enclosed shopping centres into the Core, encouraging external boundary activities which enliven the public realm 24 hours a day.



Clause 22.11 – Advertising Signs Policy

65. Clause 22.11 – Advertising Signs Policy sets out the local expectations for signage within this municipality.
66. The objectives of this policy are:
- *To ensure that signs are designed, positioned and displayed in an appropriate and attractive manner.*
 - *To encourage signs that make a positive contribution to both the day and night time character of activity centres.*
 - *To improve the appearance of City gateways through the effective, sensitive display of signs and the avoidance of proliferation of signs and visual clutter.*
67. In addition to the above, there is also a number of specific design outcomes sought under this policy.

Particular Provisions

Clause 52.05 – Signs

68. Clause 52.05 needs to be considered as part of the assessment of this application.
69. The purposes of this provision are:
- *To regulate the development of land for signs and associated structures.*
 - *To ensure signs are compatible with the amenity and visual appearance of an area, including the existing or desired future character.*
 - *To ensure signs do not contribute to excessive visual clutter or visual disorder.*
 - *To ensure that signs do not cause loss of amenity or adversely affect the natural or built environment or the safety, appearance or efficiency of a road.*
70. Pursuant to Clause 10.0 of the Schedule 2 to the Comprehensive Development Zone, signs are in Category 1. The following purpose is noted:
- *To provide for identification and promotion signs and signs that add vitality and colour to commercial areas.*
71. Pursuant to Clause 52.05-11, a planning permit is required for business identification signs if the total display area of all signs to each premises exceeds 8sqm.
72. Decision guidelines are at Clause 52.05-8.



Clause 52.06 – Car Parking

73. Clause 52.06 needs to be considered as part of the assessment of this application.
74. The purposes of this provision are:
- *To ensure that car parking is provided in accordance with the Planning Policy Framework and Local Planning Policy Framework.*
 - *To ensure the provision of an appropriate number of car parking spaces having regard to the demands likely to be generated, the activities on the land and the nature of the locality.*
 - *To support sustainable transport alternatives to the motor car.*
 - *To promote the efficient use of car parking spaces through the consolidation of car parking facilities.*
 - *To ensure that car parking does not adversely affect the amenity of the locality.*
 - *To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.*
75. Clause 52.06-2 notes that before the floor area of an existing use is increased, the number of car parking spaces required under Clause 52.06-5 must be provided on the land.
76. The required spaces are identified in the table to Clause 52.06-5.
77. The table at Clause 52.06-5 specifies that the following car parking rate is required for the use of the land for hotel and tavern within the Principal Public Transport Network (PPTN):
- *3.5 spaces to each 100 square metres of leasable floor area.*
78. Car parking is to be designed and constructed in accordance with the requirements of Clause 52.06-8 and 52.06-10 of the Scheme.
79. The required number of car parking spaces is provided on the land, therefore, the applicant is not seeking a reduction in the car parking required. This will be further discussed below.

Clause 52.27 Licensed Premises

80. Clause 52.27 needs to be considered as part of the assessment of this application.
81. The purpose of this clause 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.*
82. 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.*



Clause 53.06 – Live Music Entertainment Venues

83. The purposes of this provision are:

- *To recognise that live music is an important part of the State's culture and economy.*
- *To encourage the retention of existing and the development of new live music entertainment venues.*
- *To protect live music entertainment venues from the encroachment of noise sensitive residential uses.*
- *To ensure that noise sensitive residential uses are satisfactorily protected from unreasonable levels of live music and entertainment noise.*
- *To ensure that the primary responsibility for noise attenuation rests with the agent of change.*

84. This clause applies to an application required under any zone of this scheme to construct a building or construct or carry out works associated with a live music entertainment venue.

85. A live music entertainment venue is defined as (among other things) a food and drink premises that includes live music.

86. Pursuant to Clause 53.06-3, a live music entertainment venue must be designed, constructed and managed to minimise noise emissions from the premises.

87. The clause also requires a live music entertainment venue to provide acoustic attenuation measures that would protect a noise sensitive residential use within 50 metres of the venue. It is noted that there are noise sensitive residential uses within 50 metres of the site. The nearest residential use is 25 metres to the north of the subject site.

General Provisions

88. 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.

Council Policy

Alcohol Management Policy

89. Council's Alcohol Management Policy has been developed to support the City's economic vitality, while enhancing safety, amenity, health and wellbeing in the City of Greater Dandenong through the effective assessment and enforcement of matters relevant to alcohol supply and use within the municipality.
90. The Policy is intended to apply to all new liquor licences, including those for events and activities in Council venues. The Policy creates a consistent and integrated approach across planning, regulation, enforcement and community safety activities of Council.
91. The Policy ensures that applicants for planning permits where a liquor licence is required, prepare an Alcohol Management Plan as part of their application. An Alcohol Management Plan must be completed in order to manage and mitigate potential risks with the provision of alcohol.



92. Information Guidelines have been developed to assist applicants with the preparation of Alcohol Management Plans. The draft Guidelines also provide a checklist to explain to applicants how Council planners will assess liquor licence applications and to seek to improve future applicant's understanding of the responsibilities and potential risks associated with the sale of alcohol.
93. This policy was adopted on 9 December 2013 and re-adopted on 9 April 2018.

Restrictive Covenants

94. There are no restrictive covenants registered on title, however, Section 173 Agreement U579599S is registered on title. Agreement U579599S refers to the car park for the RSL being kept open and accessible, fencing common boundary when the site is no longer used as an RSL, management of the car park, and requires any redevelopment to comply with the provisions of the scheme and car parking to be provided in accordance with the scheme.
95. The proposal will not breach the agreement. No changes are proposed to the existing car parking spaces. The proposed buildings and works do not require any additional car parking spaces to be provided. The site is in compliance with the requirements of Clause 52.06 for car parking.

Links to the Community Vision and Council Plan

96. This report is consistent with the following principles in the Community Vision 2040:
 - Not Applicable
97. This report is consistent with the following strategic objectives from the Council Plan 2021-25:
 - Not Applicable

Diversity, Access and Equity

98. 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

99. 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

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



Referrals

External

101. 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).
102. The application was externally referred to the following for their consideration (summarised):

External Authority	Response
Victoria Police	No objection
Liquor Commission Victoria	No comment

Internal

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

Internal Department	Response
Community Services	No objection, subject to conditions
Arborist	No objection, subject to conditions
Asset	No objection, subject to conditions
Placemaking	No objection, no conditions.
Transport	No objection, subject to conditions
Strategic Planning	No objection.

Advertising

104. 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; and
 - placing two (2) signs on site facing Clow Street and Foster Street.
105. The notification has been carried out correctly. Council has received zero (0) objection(s) to date.



Assessment

Development

106. The proposed building and works are well articulated were they face the street frontage, with the proposed northern elevation providing additional street activation and passive surveillance to Clow Street through new windows from the bistro, kids play areas and upper level office areas. The proposed materials and colours are a mix of muted earthy tones which blend with the existing built form and character of the area. It is considered that the proposed development will open up street activation, improved passive surveillance and better integration with Clow street, as required by the Comprehensive Development Plan and Clause 22.07 (Central Dandenong Local Planning Policy) of the Greater Dandenong Planning Scheme.
107. A landscaping plan has been provided showing extensive new planting in the courtyard areas.
108. The site is located within a gateway area to the Central Dandenong Activity Centre (Gateway Precinct 14 of Council's Gateways Strategy). It is a key entry point into Central Dandenong and forms a major strategic entrance point into Central Dandenong on approach from the north. It is considered that the proposed buildings and works meet the public realm and built form guidelines within Clause 22.05 (Greater Dandenong Gateways Policy) of the Greater Dandenong Planning Scheme by providing a high-quality built form outcome that contributes to the sense of arrival to Central Dandenong. The design is of high architectural quality and addresses the street frontage with windows and facade articulation.

Signage

109. The proposed signage is considered reasonable as it provides identification of a legitimate business, upgrades existing signage and rebrands the site to accommodate the proposed extension. Furthermore, the signage is respectful of the existing building and the surrounding amenity of the locality and would not create visual clutter.
110. The advertising signage is considered to be consistent with the scale and proportion of the building they are to be located upon. The colours of the signs are in keeping with the business corporate image and are not illuminated, flashing nature or of an intense colour so as to distract passing motorists.

Car-Parking

111. Clause 52.06 of the Greater Dandenong Planning Scheme requires car parking to be provided at a specified rate for each use.
112. The table at Clause 52.06-5 specifies that the following car parking rate is required for the use of the land for hotel and bar (the site is within the Principal Public Transport Network and is therefore subject to column B in the table to Clause 52.06-5):

Clause 52.06-5 requirement	Proposed floor area	Required number of spaces	Proposed number of spaces	Reduction proposed
3.5 spaces to each 100m ² of leasable floor area.	3221sqm	112	127	No reduction proposed.



113. Therefore, the proposal complies with the requirements of Clause 52.06.

114. The existing car parking is designed and constructed in accordance with the requirements of Clause 52.06-8 and 52.06-10 of the Greater Dandenong Planning Scheme.

Vegetation and Tree Impact (Site and Surrounds)

115. There are three existing trees on the site within the courtyard area on the north western side of the building. All three trees are exotic species.

116. The three trees are all proposed to be retained. The submitted arborist report concludes that the trees can be retained and remain viable, subject to conditions. These conditions can be included on the permit and implemented via a Tree Protection Management Plan.

Sale and consumption of liquor

117. The proposal is to extend the red line area is to accommodate the proposed extension.

118. The applicant has submitted an updated red line plan for endorsement, together with an Alcohol Management Plan (AMP) to outline their commitments to harm reduction within the City of Greater Dandenong. The AMP reflects a commitment to Responsible Service of Alcohol strategies to mitigate incidents which can impact negatively in the venue, on surrounding amenity, and personal and public safety. The AMP include proactive actions to:

- *Effectively manage intoxicated patrons, anti-social or difficult behaviours, emergencies, and complaints, including ample managerial and security staff, and a Safe Transport Plan.*
- *Refuse alcohol service when necessary and manage minors on the premises, providing other drink, food and/or activities, or Safe Transport to leave the venue.*
- *Focus attention on food service in order to reduce the likelihood of rapid alcohol consumption and therefore its absorption that can quickly lead to intoxication.*
- *Ensure there an effective CCTV camera system in and around the venue to assist in deterring anti-social behaviour and support Victoria Police to apprehend offenders.*
- *Provide adequate seating and standing room across the venue for patrons.*
- *Maintain signage required by the Liquor Control Victoria and Council.*

119. No change is proposed to the existing hours of operation. Current hours of operation (as detailed in the proposed Alcohol Management Plan) are:

- *Monday to Wednesday 9am to 12 midnight*
- *Thursday 9am to 1am the following day*
- *Friday 9am to 1.30am the following day*
- *Saturday 10am to 1am the following day*
- *Sunday 10am to 12 midnight*
- *Christmas day closed*
- *Good Friday 12 noon to 12 midnight*
- *ANZAC Day 12 noon to 11.30pm*

120. No change is proposed to the existing maximum patron numbers. The existing liquor licence allows up to 1220 patrons.



121. It is considered that increase in the red line area will not result in amenity impacts to the surrounding area, subject to implementation of the Alcohol Management Plan via permit conditions.
122. The RSL has been operating under existing liquor licences for a significant amount of time (current liquor licence 32150348). In addition, the Minister for Planning issued a letter dated 23 May 2007 stating that the existing red line area did not contravene the requirements of the Greater Dandenong Planning Scheme.

Live music entertainment

123. The applicant is proposing to play background music within the outdoor courtyard and bistro area, and live music within the function rooms during the following times:
- *Sunday to Wednesday 10 am until 11pm; and*
 - *Thursday to Saturday 10am to 12am the following day.*
124. The applicant has submitted an acoustic report, prepared by a qualified acoustic consultant. Subject to a number of design and management controls, the report identifies that the proposal will meet the *Environment Protection Regulations 2021 (EP Regulations)* and *Publication 1826: Noise Limit and Assessment Protocol for the Control of Noise from Commercial, Industrial and Trade Premises and Entertainment Venues (Noise Protocol)*. The report recommends the following:
- *Glazing selection for the function rooms to meet specific requirements.*
 - *That the amplification system within the courtyard is calibrated to comply with the Noise Protocol by a suitably qualified acoustic consultant prior to commencement, noting that the exact sound emissions permissible will ultimately depend on the position of each loudspeaker once installed.*
 - *Acoustic screening to a minimum 1.7m high and to specific construction requirements to be provided to the northern side of the courtyard, and to the upper floor balcony adjacent to the function rooms.*

These recommendations can be included as permit conditions.

125. It is noted that the EPA has standard operating hours for outdoor entertainment venues of 12 noon until 11pm. As per the EPA requirements, music noise emitted from an outdoor entertainment venue is prescribed to be unreasonable if it is audible within a noise sensitive area outside the standard operating hours. To emit noise outside the standard operating hours, the venue must hold an EPA issued permit for that activity. Given the proximity of the subject site to residential dwellings, it is considered reasonable to limit playing of background music in the outdoor courtyard to 12pm until 11pm.
126. The site is within central Dandenong Activity Centre, which is identified as a state significant Metropolitan Activity Centre. Under clause 11.03-1S (Activity Centres), the objective is *‘to encourage the concentration of major retail, residential, commercial, administrative, entertainment and cultural developments into activity centres that are highly accessible to the community.’*
127. Within the Local Planning Policy Framework at Clause 21.04, objectives include: *To promote and further develop central Dandenong as the pre-eminent Metropolitan Activity Centre for retail, commercial, entertainment and community services in Melbourne’s south east.*



128. Furthermore, the site is zoned Comprehensive Development Zone, with the purpose being to implement the Central Dandenong Comprehensive Development Plan (CDP). The CDP places the site within Precinct D. The objectives of Precinct D include (among other things);
- *To require enclosed retail to integrate with the public realm at the ground floor level.*
 - *To better integrate existing enclosed shopping centres with the surrounding land and streetscapes.*
129. At Clause 22.07, the subject site is located within the enclosed retail mapped area. The vision for these areas, as set out at Clause 22.07-5 is to recognise and respond to the public realm interface to ensure the streetscape is not sterilised. It is policy to better integrate existing enclosed shopping centres into the Core, encouraging external boundary activities which enliven the public realm 24 hours a day.
130. Permit conditions can require implementation of the recommendations within the acoustic report.
131. Permit conditions can require a Noise Management Plan to be submitted and endorsed by Council. The Noise Management Plan can outline the type of entertainment or acts, speaker height, position and the direction the speakers will face, the direction the stage will face, methods and procedures for measuring and monitoring noise, details of the complaints register and phone number. Permit conditions can require implementation of the Noise Management Plan.
132. It is considered that these management measures are appropriate given Planning Policy Clause 13.07-3S (Live music) of the Greater Dandenong Planning Scheme seeks to encourage, create and protect opportunities for the enjoyment of live music and includes a strategy of implementing measures to ensure live music venues can co-exist with nearby residential and other noise sensitive land uses.
133. It is considered that the combination of the locality within a Metropolitan Activity Centre, the site layout and management of the use, subject to conditions, can provide for the appropriate management of noise impacts on amenity and ensure any impacts are not unreasonable.
134. It is considered that the playing of background and live music will further encourage and support the existing use of the RSL site and aid in better integration of the enclosed RSL site with the public realm.

Conclusion

135. The application has been assessed against the relevant requirements of the Greater Dandenong Planning Scheme and is considered appropriate to the site in which it is located. It is considered that the continued benefits, such as economic activity and employment, have been balanced with appropriate in-house management protocols and conditions of permit to ensure the amenity of the area will be protected.



Officer Recommendation

That Council resolves to grant a planning permit in respect of the land known and described as 44-50 Clow Street, Dandenong for the purpose of buildings and works (alteration and extension to an existing RSL) and to use land to sell or consume liquor (to increase the area the liquor is allowed to be consumed or supplied) and to display business identification signs in accordance with the plans submitted with the application subject to the following conditions:

Amended plans

- 1. Before the development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The amended plans 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. Notations on the plans to depict the root sensitive construction methods recommended as recommended in the Arborist report by Arbor Survey, dated 09/11/2023, Ver 1.**
 - 1.2 Notations on the plans to depict the acoustic glazing specifications and acoustic screening specifications as depicted in the acoustic report by Enfield Acoustics, dated 5/3/2024.**

General conditions

- 2. The development as shown on the endorsed plans must not be altered without the further written consent of the Responsible Authority.**
- 3. Once the development has started, it must be continued and completed in accordance with the endorsed plans, to the satisfaction of the Responsible Authority.**
- 4. Provision must be made for the drainage of the land including landscaped and pavement areas, to the satisfaction of the Responsible Authority.**
- 5. The connection of the internal drainage infrastructure to the LPD must be to the satisfaction of the Responsible Authority. Collected stormwater must be retained onsite and discharged into the drainage system at pre-development peak discharge rates as stated in the LPD approval letter.**
- 6. Before the approved development starts, a Construction Management Plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The Construction Management Plan must address, but is not limited to:**
 - 6.1 Hours of construction, control of noise and airborne matter, deliveries, vehicle access, worker car parking, damage to public assets, and contact numbers for complaints;**
 - 6.2 All Traffic Management Plans for the site demolition, excavation, deliveries and other construction related activities that will affect vehicle and pedestrian traffic;**
 - 6.3 The location of all areas on-site and off-site to be used for construction staff parking;**



- 6.4 A Parking Management Plan for all associated construction vehicles;**
- 6.5 All site sheds, portable toilet, storage and materials, etc. must be confined to the land;**
- 6.6 The covering and maintenance of all roads/storage areas/external stockpiles/or vacant areas to avoid dust nuisance to any residential and commercial premises;**
- 6.7 A truck wheel-wash must be installed and used so vehicles leaving the site do not deposit mud or other materials on roadways;**
- 6.8 No water containing oil, foam, grease, scum or litter will be discharged to the stormwater drainage system from the land;**
- 6.9 All stored wastes are kept in designated areas or covered containers that prevent escape into the stormwater system;**
- 6.10 The amount of mud, dirt, sand, soil, clay or stones deposited by vehicles on the abutting roads is minimised when vehicles are leaving the land; and**
- 6.11 No mud, dirt, sand, soil, clay or stones are washed into, or are allowed to enter the stormwater drainage system.**

When approved, the Construction Management Plan will be endorsed and will form part of this permit.

The provisions, recommendations and requirements of the endorsed Construction Management Plan must be implemented and complied with to the satisfaction of the Responsible Authority.

Liquor /amenity conditions

- 7. Except with the prior written consent of the Responsible Authority, the sale and consumption of liquor may only occur between the following hours:**
 - 7.1 Monday to Wednesday 9am to 12 midnight*;**
Thursday 9am to 1am the following day*;
Friday 9am to 1.30am the following day*;
Saturday 10am to 1am the following day*;
Sunday 10am to 12 midnight*;
***Except Good Friday and ANZAC Day**
 - 7.2 Good Friday between 12 noon and 12 midnight**
 - 7.3 ANZAC Day between 12 noon and 11.30pm.**
- 8. The sale and consumption of liquor must comply with the endorsed Alcohol Management Plan at all times.**



9. The licensed area shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.
10. The operator or security staff of the premises must take reasonable steps to ensure that patrons leaving the premises act in an orderly manner and to the extent reasonably practicable must discourage patrons from loitering within the vicinity of surrounding residences.
11. At all times when the approved use is operating, a person over the age of 18 years (Manager) must be present at the premises. The Manager must ensure that activities on the land and the conduct of persons entering, leaving and present on the land do not have a detrimental impact on the amenity of the area to the satisfaction of the Responsible Authority. The operator must authorise the Manager on behalf of the operator to make statements at any time to any officer of the Responsible Authority, the Victoria Police or an authorised person defined under the Liquor Control Reform Act 1998 and to take action in accordance with a direction by such officer.
12. Noise emissions from the premises must comply with the Environment Protection Regulations 2021 under the Environment Protection Act 2017 and the requirements of EPA Publication 1826.4, Noise limit and assessment protocol for the control of noise from commercial, industrial and trade premises and entertainment venues (Noise Protocol) or its updated equivalent.
13. Prior to commencement of any live music on site or commencement of any amplified music within the outdoor courtyard area, a Noise Management Plan must be submitted to the Responsible Authority. The Noise Management Plan must outline the type of entertainment or acts, speaker height, position and the direction the speakers will face, the direction the stage will face, methods and procedures for measuring and monitoring noise, details of the complaints register and phone number.
14. The playing of live or amplified music entertainment must be in accordance with the endorsed Noise Management Plan.
15. Outdoor music must be limited to background levels only and may only be played between the hours of 12 noon and 11pm.
16. The amplification system within the courtyard must be calibrated, by a suitably qualified acoustic consultant, to comply with the EPA Publication 1826.4, Noise limit and assessment protocol for the control of noise from commercial, industrial and trade premises and entertainment venues (Noise Protocol).
17. Live music must not be played outdoors and may only be played indoors between the hours of;
 - 17.1 Sunday to Wednesday 10am to 11pm
 - 17.2 Thursday to Saturday 10am to 12am the following day.



Waste conditions

- 18. All wastes must be disposed of to the satisfaction of the Responsible Authority and no liquid waste or polluted waters shall be discharged into a sewer or stormwater drainage system.**
- 19. 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).**

Tree protection conditions

- 20. Before the development starts, a Tree Protection and Management Plan (TPMP) to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The TPMP must be prepared by the project arborist and depict and annotate tree protection requirements at each stage of the development process to ensure all trees with TPZs that overlap the proposed works are adequately protected and remain viable in the landscape. When approved, the TPMP will be endorsed and will then form part of the conditions of permit. The TPMP must show but is not limited to;**
 - 20.1 Trees accurately located and numbered as per the arborist report with TPZs and SRZs represented to scale;**
 - 20.2 A clear image of trees required to be retained - prior to commencement of works;**
 - 20.3 The type, installation and maintenance of tree protection fencing;**
 - 20.4 Requirements for movement in/out and throughout the site by vehicles, machinery equipment and workers that may affect management of any TPZ;**
 - 20.5 The protection of trunks and crowns of any specified tree;**
 - 20.6 Specific details of any works proposed within any TPZ and how arboricultural impacts will be mitigated;**
 - 20.7 How tree crowns will be managed, including any pruning requirements;**
 - 20.8 Location and size of any roots to be pruned to facilitate the proposed works with justification of how the tree will remain viable following the specified root pruning;**
 - 20.9 Excavation within or near a TPZ;**
 - 20.10 Specific methodologies and management for installation of services including, but not limited to, gas, electricity, telecommunications, storm water and sewerage;**
 - 20.11 Maintenance of TPZs in accordance with AS 4970-2009, including mulching, watering and prohibited activities;**
 - 20.12 Remedial works as required;**
 - 20.13 Schedule of Project Arborist inspections.**
- 21. Tree protection must be carried out in accordance with the Australian Standard AS 4970-2009 Protection of trees on development sites and the Tree Protection Management Plan to the satisfaction of the Responsible Authority.**



Signage conditions

- 22. The location, type and dimensions of the sign(s), including the words, colours and supporting structure shown on the endorsed plan/s must not be altered without the consent of the Responsible Authority.**
- 23. Bunting, streamers, flags, windvanes or similar material must not be displayed except with the prior written consent of the Responsible Authority.**
- 24. The approved sign(s) must not be animated in part or whole and flashing, intermittent or moving light/s must not be displayed.**
- 25. The approved sign(s) must not be floodlit or illuminated by internal or external light.**
- 26. The sign/s and any related panel and supporting structure must be constructed and maintained to the satisfaction of the Responsible Authority.**

Permit expiry

- 27. This permit will expire if one of the following circumstances applies:**
 - 27.1 the development does not start within two (2) years of the date of this permit, or**
 - 27.2 The development is not completed within four (4) years of the date of this permit.**
 - 27.3 The sale and consumption of liquor not start within one (1) year of the completion of the development, or**
 - 27.4 The sale and consumption of liquor is discontinued for a period of two (2) years**

The owner or occupier of the land may in writing request the Responsible Authority to extend the expiry date to complete the development or a stage of the development if:

 - (a) the request for the extension is made within twelve months after the permit expires; and**
 - (b) the development or stage started lawfully before the permit expired.**
- 28. This permit expires fifteen years from the date of this permit. Before this permit expires, the approved sign(s) and any supporting structure must be removed and the land and/or building surface made good to the satisfaction of the Responsible Authority.**



Permit notes

- **A building approval may be required prior to the commencement of the approved works.**
- **A flood dispensation is to be obtain prior to issue of Building Permit.**
- **The operator must obtain the relevant licence from the Victorian Liquor Commission prior to the sale and/or consumption of liquor from the premises.**
- **Approval of drainage plan including any retention system within the property boundary is required.**

A drainage plan approval fee is to be paid to Council prior to the issue of approved drainage plans. Please contact the Civil Development department for the current schedule of fees.

- **Any works undertaken within the road reservation and easements will require the developer to obtain a Civil Works Permit from Council**
- **Prior to works commencing the developer will need to obtain an Asset Protection Permit from Council.**

44-50 Clow St, Dandenong

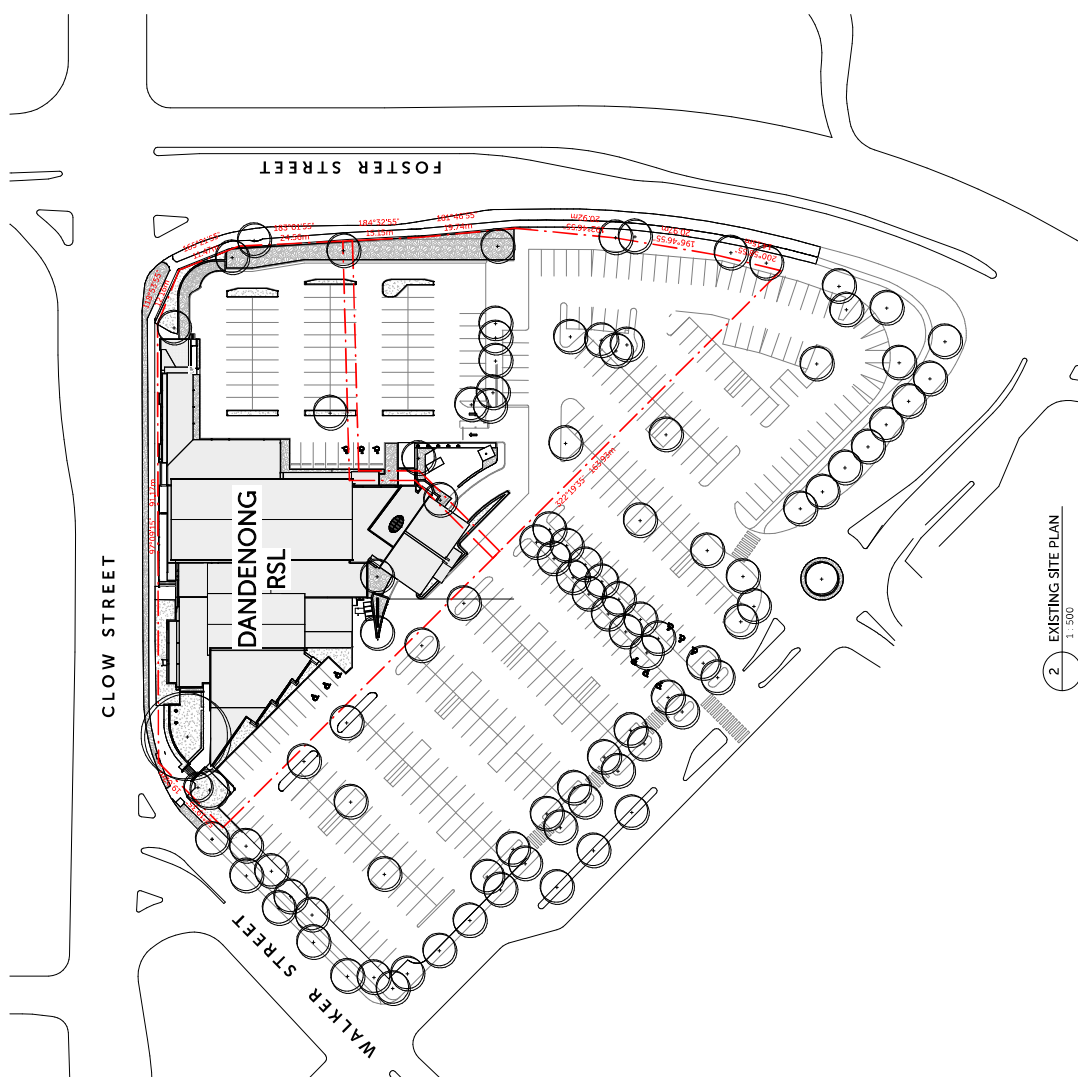
AREA SCHEDULE	
EXISTING GRAVEL	
GROUND FLOOR	2,130
- IN-CALCULATED AREA	98
- COVERED OUTDOOR AREA	
TOTAL GFA	2,228

PROPOSED GFA 1st	
GROUND FLOOR	2,150
- IN-CALCULATED AREA	159
- COVERED OUTDOOR AREA	
TOTAL GFA	2,309

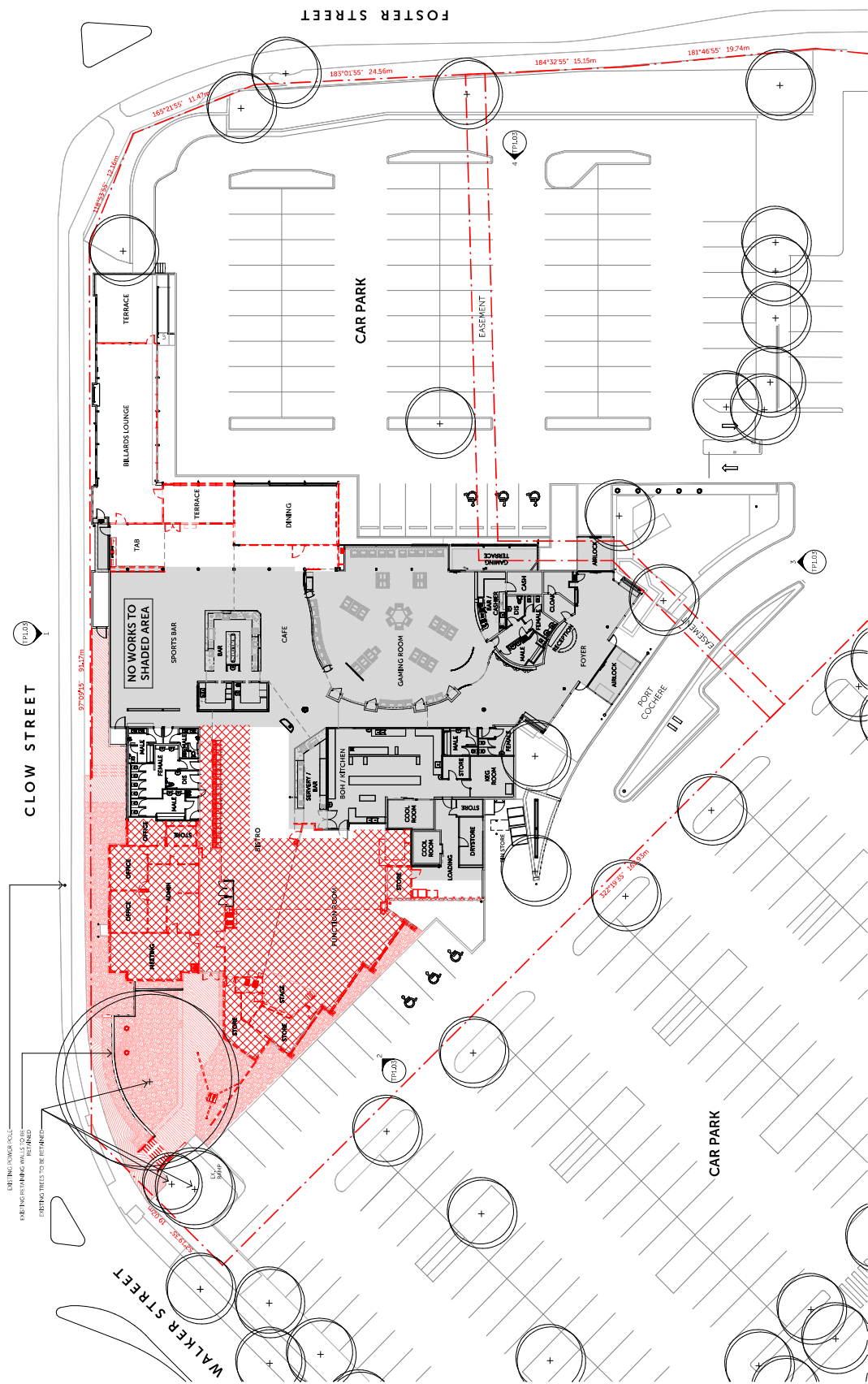




1 LOCATION PLAN
1 : 2000



2 EXISTING SITE PLAN
1 : 500



1 EXISTING / DEMOLITION GROUND FLOOR PLAN
1:200

- ELEMENTS TO BE DEMOLISHED
- FLOOR TO BE DEMOLISHED
- EXTERNAL HARDLAND TO BE DEMOLISHED
- LANDSCAPING TO BE DEMOLISHED

Drawn: NGT
Scale: As indicated on plan
Project No.: M2300025
Drawing No.: TP1.02
Revision: B

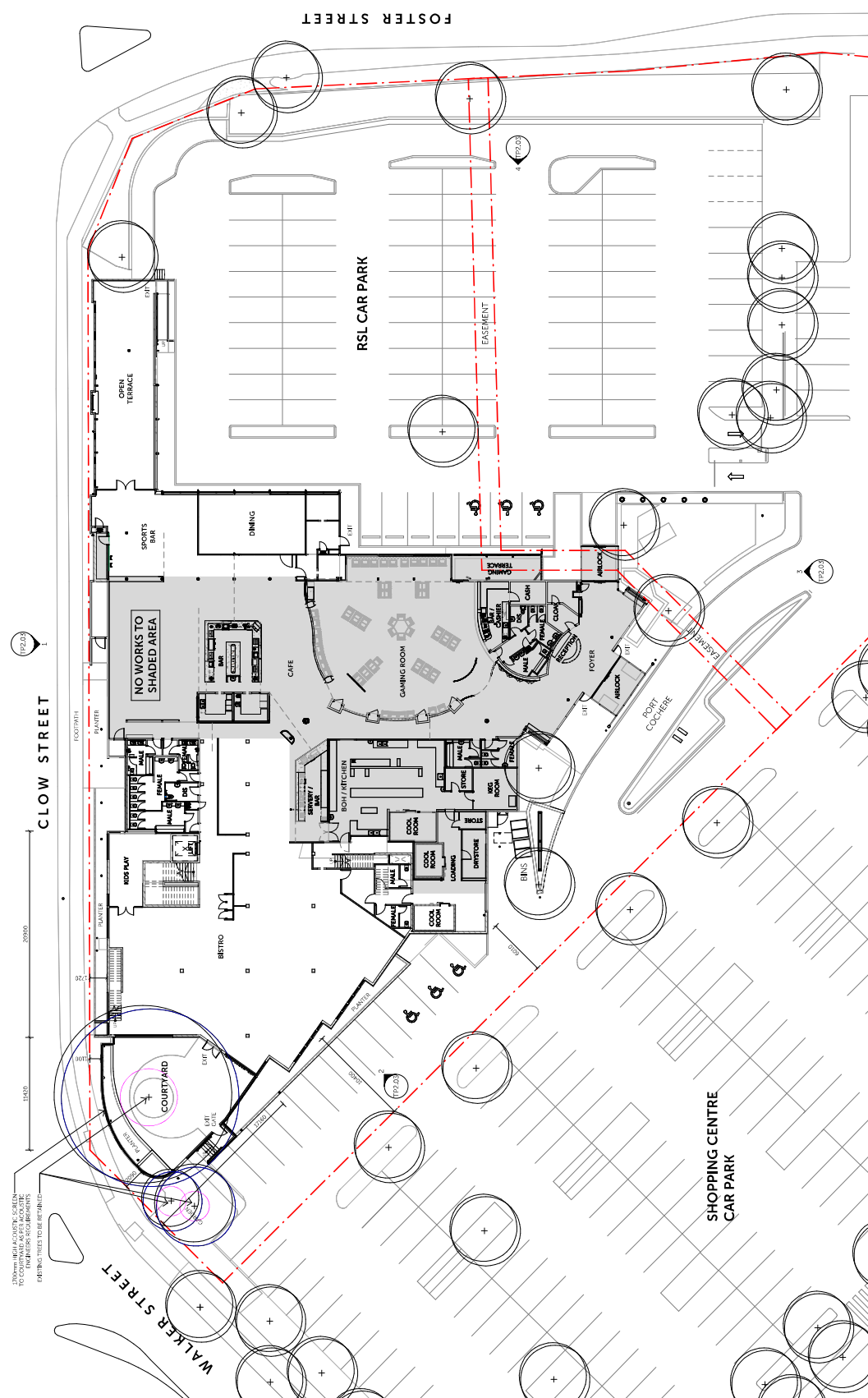
Project: DANDENONG RSL REDEVELOPMENT
44-50 Clow St, Dandenong
Drawing: EXISTING / DEMOLITION GROUND FLOOR PLAN

Reasons:
A: 31.03.2023 TOWN PLANNING BOARD
B: 05.03.2024 JAWINTED
For: DANDENONG RSL SUB-BRANCH INC.

DATE: 05.03.2024
DRAWN: NGT
CHECKED: NGT
PROJECT: DANDENONG RSL REDEVELOPMENT
44-50 Clow St, Dandenong
PROJECT NO.: M2300025
DRAWING NO.: TP1.02
REVISION: B

REVISION:
A: 31.03.2023 TOWN PLANNING BOARD
B: 05.03.2024 JAWINTED
PROJECT: DANDENONG RSL REDEVELOPMENT
44-50 Clow St, Dandenong
PROJECT NO.: M2300025
DRAWING NO.: TP1.02
REVISION: B

BSPN.
ARCHITECTURE



1 PROPOSED GROUND FLOOR PLAN
1:200

BSPN.
ARCHITECTURE

RISDANE
16 Ivimey Street | PO Box 481 | Roseville Valley QLD 4096
7 3955 5000

TELEPHONE
88 Jarvis Street, Richmond | PO Box 3336, Surfers North | 18 222
3 8412 3400
info@rock.com.au | rock.com.au

[illegible]

Revisions	
A	31.10.2017
B	6.4.03.2018

TOWN PLANNING ISSUE
TOWN PLANNING RE ISSUE - PLANTING
AMENDED, ACOUSTIC ELEMENTS
ADDED, WINDOW ADDED TO AIDS PLAY

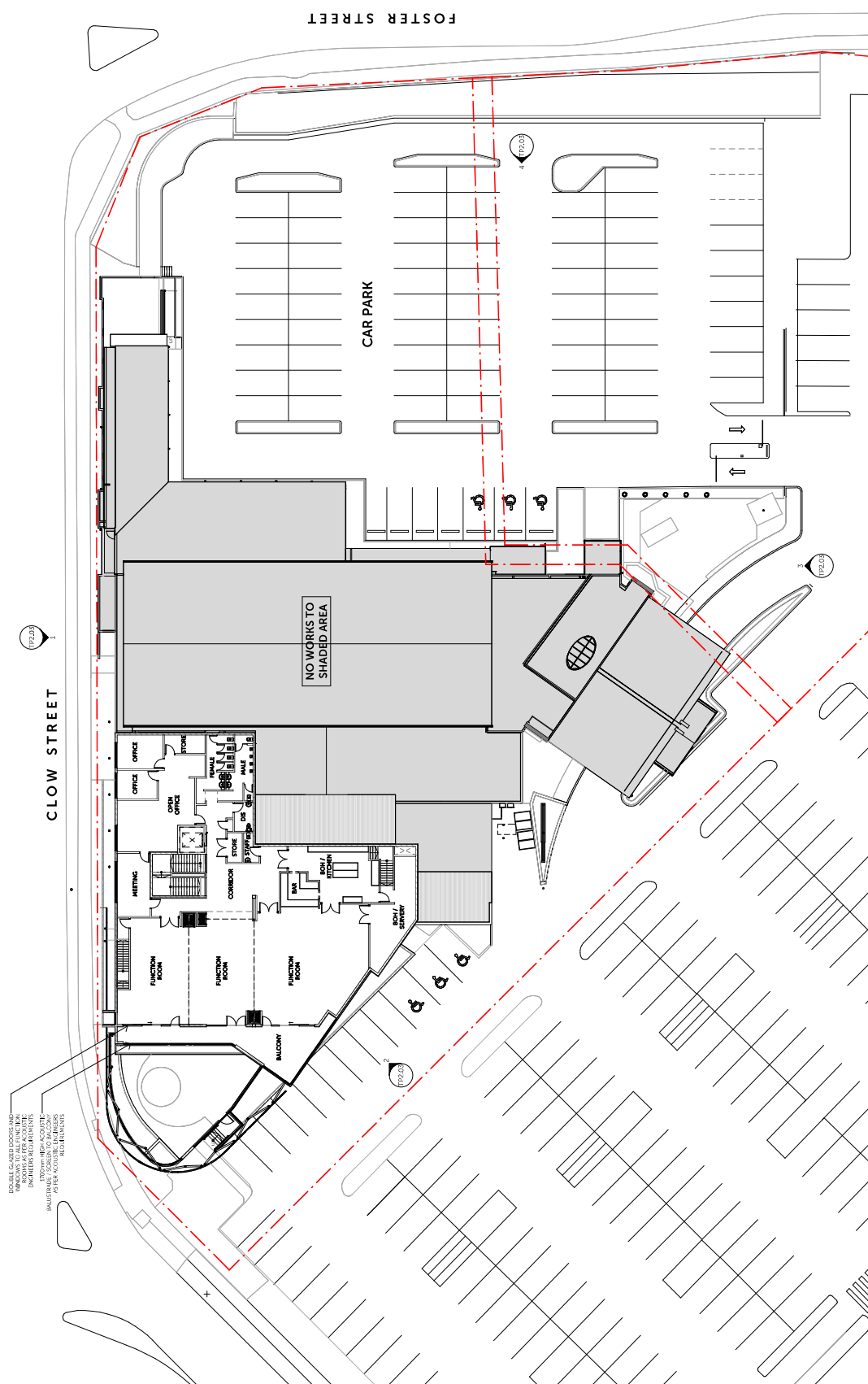
Project:
DANDENONG RSL REDEVELOPMENT
44-50 Clow St, Dandenong

For
DANDENONG RSL SUB-BRANCH INC.

Drawing
PROPOSED GROUND FLOOR PLAN

Drawn MGRT
Scale 1 : 200 s.c./A1

Project No. Drawing No. Revision
M2300025 TP2.01 B



1 PROPOSED LEVEL 1 PLAN
1 : 200

RISBANE
16 Brookers Street | PO Box 481 | Forthside Valley QLD 4206
7365 5609

TELEPHONE
688-Victoria Street Richmond | PO Box 2206, Bunkley North | NT 2022
3 8417 2400

BSPN.

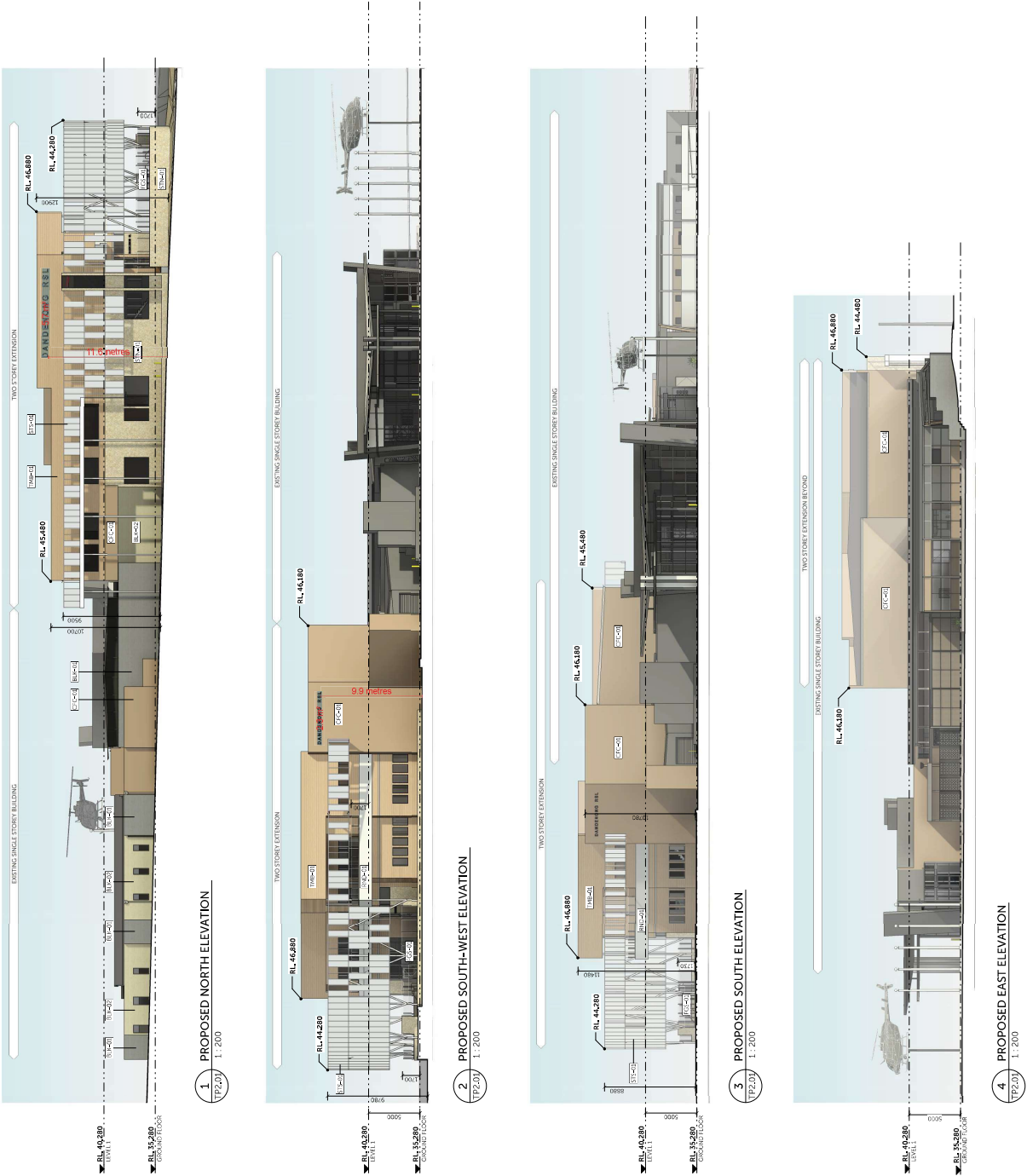
Project: **DANDENONG RSL REDEVELOPMENT**
44-50 Clow St, Dandenong

For: **DANDENONG RSL SUB-BRANCH INC.**

Drawing: **PROPOSED FIRST FLOOR PLAN**

Drawn
Scale 1 : 200 at A1

Project No.	Drawing No.	Revision
M2300025	TP2.02	B



Project No. M2300025
Drawing No. TP2.03
Revision B

Project: DANDENONG RSL REDEVELOPMENT
44-50 Clow St, Dandenong

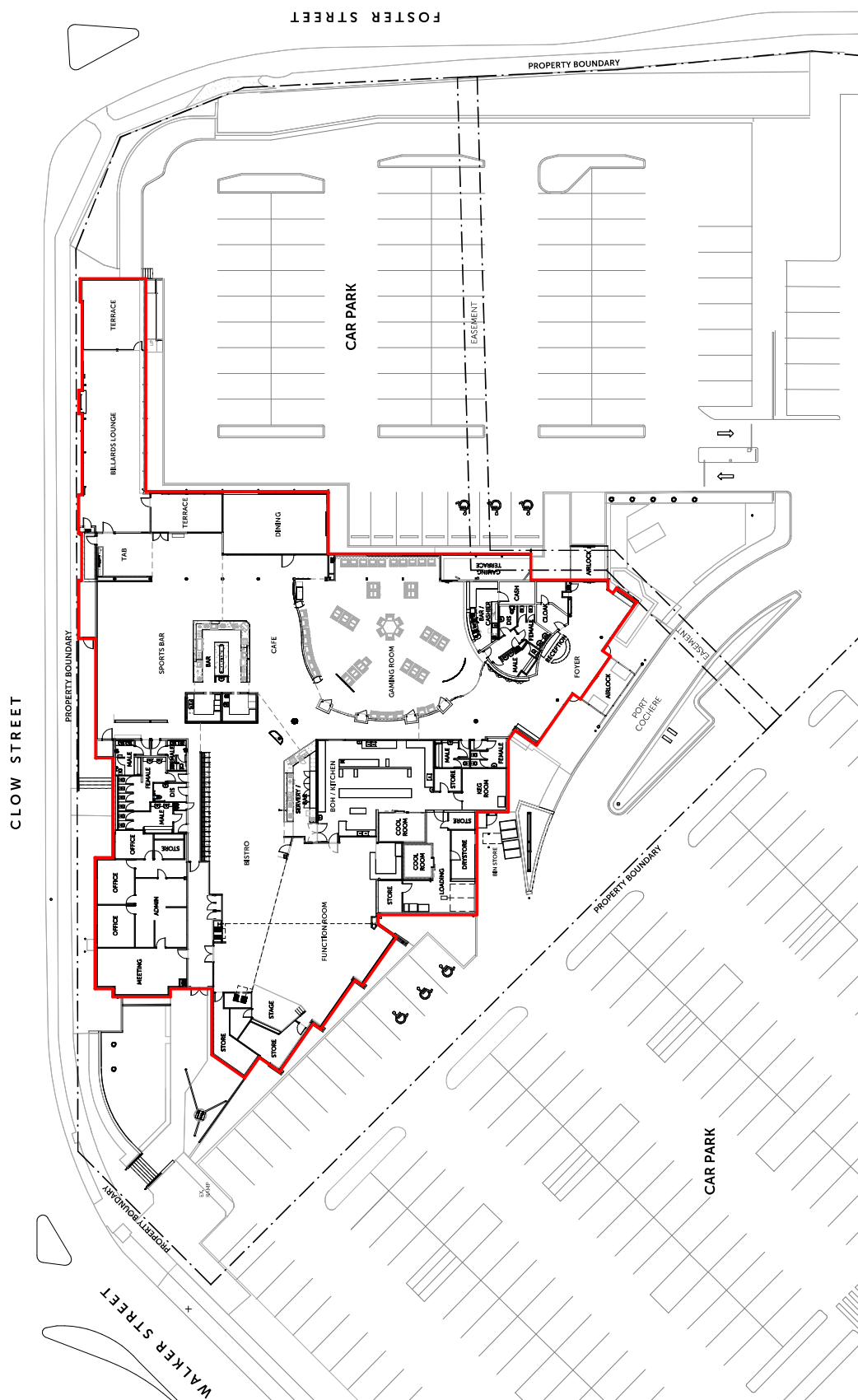
For: DANDENONG RSL SUB-BRANCH INC.

Reasons:
A 31.10.2025 TOWN PLANNING BOARD
B 06.03.2024 ADJUTANT GENERAL'S COURT

REVISIONS
1. 01.10.2023: REVISED ELEVATIONS TO REFLECT THE LATEST DESIGN DEVELOPMENTS.
2. 01.10.2023: REVISED ELEVATIONS TO REFLECT THE LATEST DESIGN DEVELOPMENTS.
3. 01.10.2023: REVISED ELEVATIONS TO REFLECT THE LATEST DESIGN DEVELOPMENTS.
4. 01.10.2023: REVISED ELEVATIONS TO REFLECT THE LATEST DESIGN DEVELOPMENTS.

REVISIONS
1. 01.10.2023: REVISED ELEVATIONS TO REFLECT THE LATEST DESIGN DEVELOPMENTS.
2. 01.10.2023: REVISED ELEVATIONS TO REFLECT THE LATEST DESIGN DEVELOPMENTS.
3. 01.10.2023: REVISED ELEVATIONS TO REFLECT THE LATEST DESIGN DEVELOPMENTS.
4. 01.10.2023: REVISED ELEVATIONS TO REFLECT THE LATEST DESIGN DEVELOPMENTS.

BSPN.
ARCHITECTURE



DANDENONG RSL
RED LINE AREA: 2,208m²

1 EXISTING RED LINE PLAN
1:200

Drawn MGRAT
Scale As indicated at A1

Drawing
EXISTING RED LINE PLAN

Project
DANDENONG RSL REDEVELOPMENT
44-50 Clow St, Dandenong
For
DANDENONG RSL SUB-BRANCH INC.

Revisions		
4	31.10.2023	TOWN PLANNING ISSUE
8	06.03.2024	TOWN PLANNING RH ISSUE

THIS IS A CROOKING, UNDER NO CIRCUMSTANCES ARE MANUAL, ALTHOUGH POSSIBLE, WAYS, REQUIRED. CHECKING HAVE REFERENCE TO SCALP, VERIFY AND CHECK ALL CHANGING ON IT.

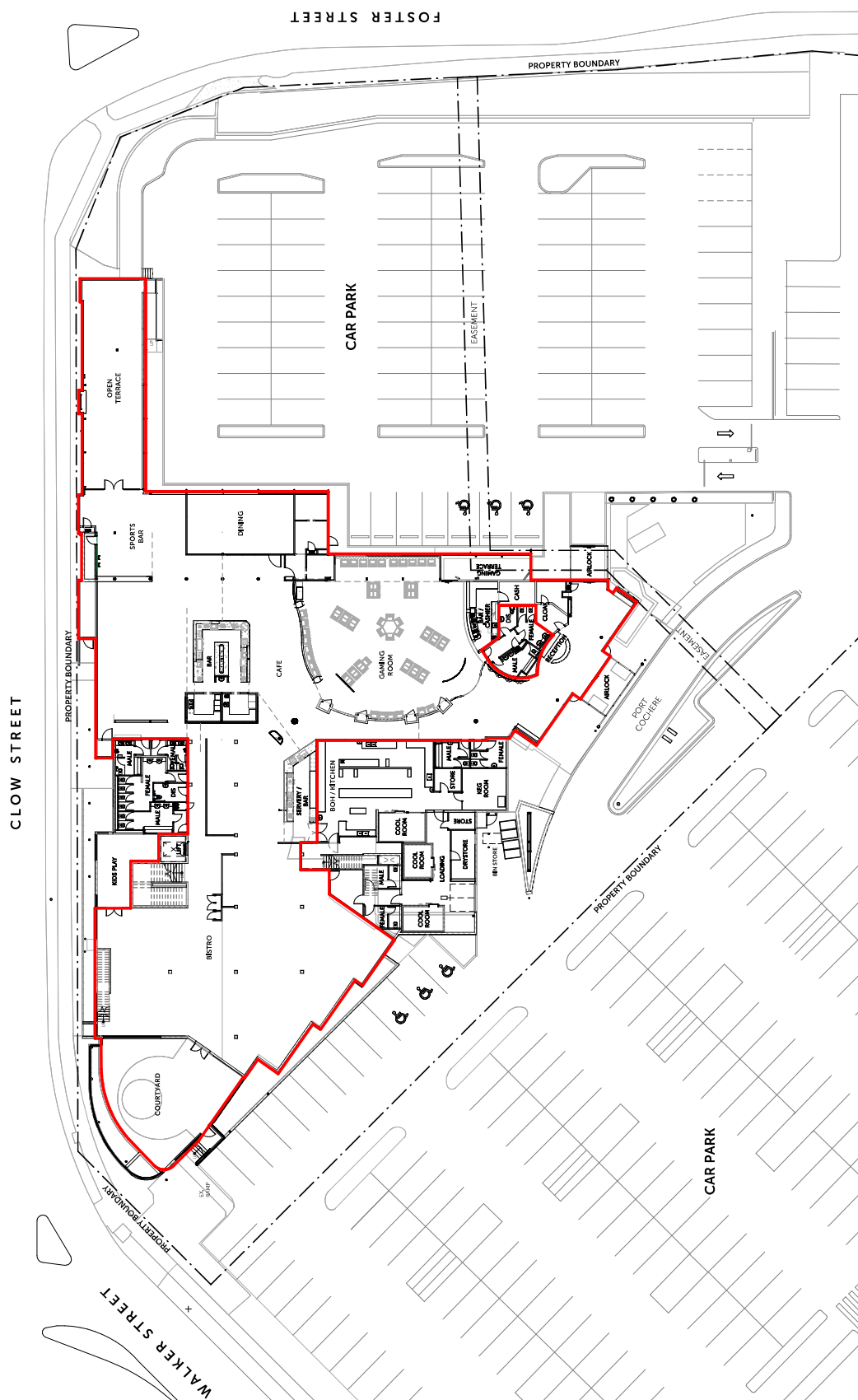
COPYRIGHT IS RESERVED, REPRODUCTION OF THIS DRAWING OR ELECTRONIC DATA WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECTURE IS NOT PERMITTED.

RISBANE
16 Ardara Street | PO Box 481 | Montrose Valley QLD 4006
7 3651 5500

TELEPHONE
16 Ardara Street, Richmond | PO Box 2236, Bursley North | 18 7223
3 8412 3400

www.burley.com.au | info@burley.com.au

BSPN.
ARCHITECTURE



1 PROPOSED GROUND FLOOR RED LINE PLAN
1 : 200

DANDENONG RSL

2,408m²
755m²

BRISBANE PO Box 485 | Fortitude Valley QLD 4006
03 3863 3000

MELBOURNE PO Box 3336, Bunting Murn | VIC 3023
03 9412 5400

BSPN.
ARCHITECTURE

Revisions	
A	31.10.2017
B	06.03.2018

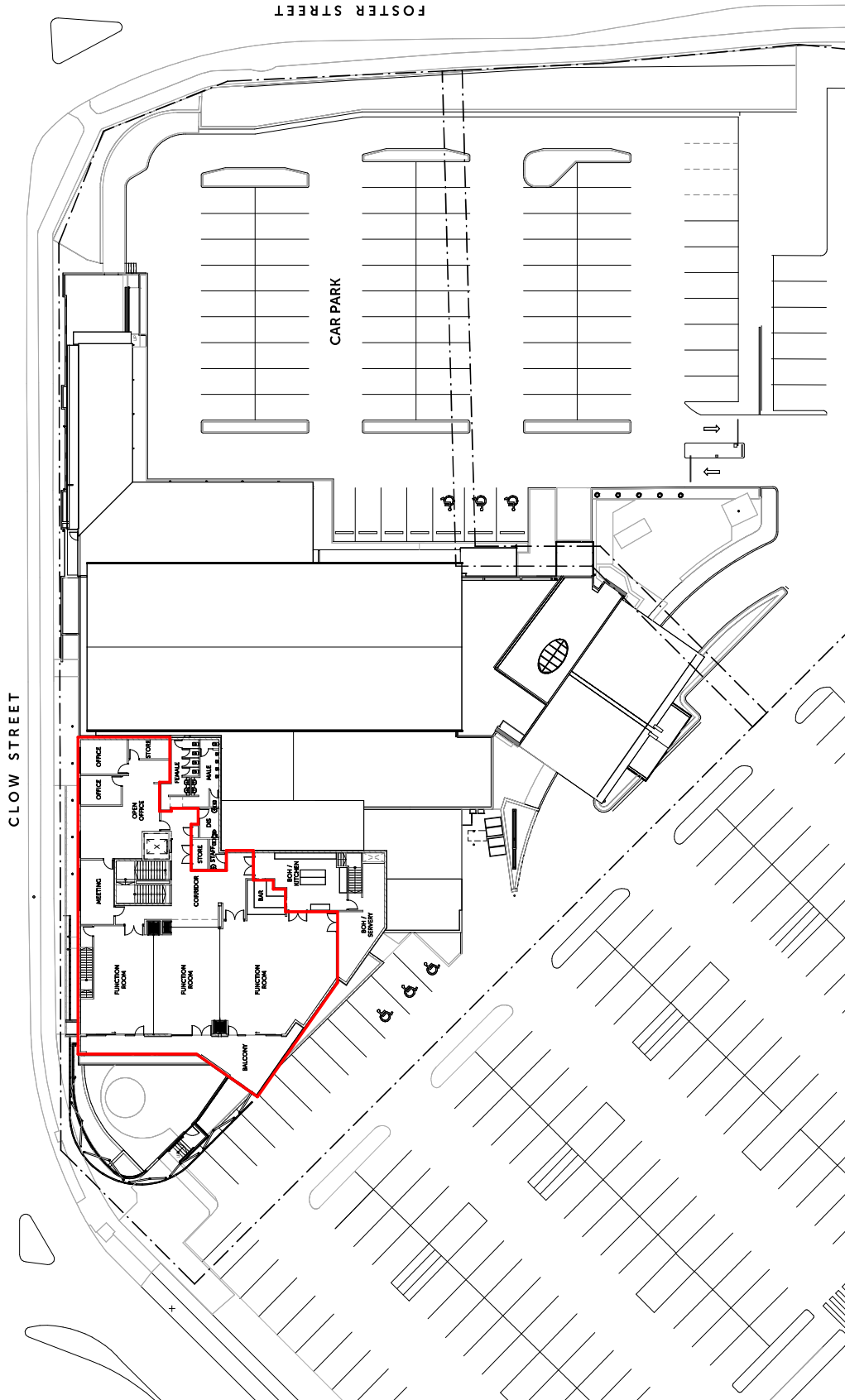
TOWN PLANNING ISSUE	MGRT
TOWN PLANNING RE ISSUE - RED LINE	MGRT

Project:
DANDENONG RSL REDEVELOPMENT
44-50 Clow St, Dandenong
For
DANDENONG RSL SUB-BRANCH INC.

Drawing
**PROPOSED GROUND FLOOR RED
LINE PLAN**

Drawn
Scale

Project No.	Drawing No.	Revision
M2300025	TP3.02	B



DANDENONG RSL
RED LINE AREA GROUND FLOOR:
2,408m²
RED LINE AREA FIRST FLOOR:
755m²

1 PROPOSED LEVEL 1 RED LINE PLAN
1:200

Drawn NGRT
Scale As indicated at A3
Project No. M2300025 TP3.03
Drawing No. B

Project: DANDENONG RSL REDEVELOPMENT
44-50 Clow St, Dandenong
For: DANDENONG RSL SUB-BRANCH INC.

Reasons:
A 31/03/2025 TOWN PLANNING BOARD - RES. LINE
B 06/03/2024 ADJUTED

Reasons:
A 31/03/2025 TOWN PLANNING BOARD - RES. LINE
B 06/03/2024 ADJUTED

Reasons:
A 31/03/2025 TOWN PLANNING BOARD - RES. LINE
B 06/03/2024 ADJUTED

Reasons:
A 31/03/2025 TOWN PLANNING BOARD - RES. LINE
B 06/03/2024 ADJUTED

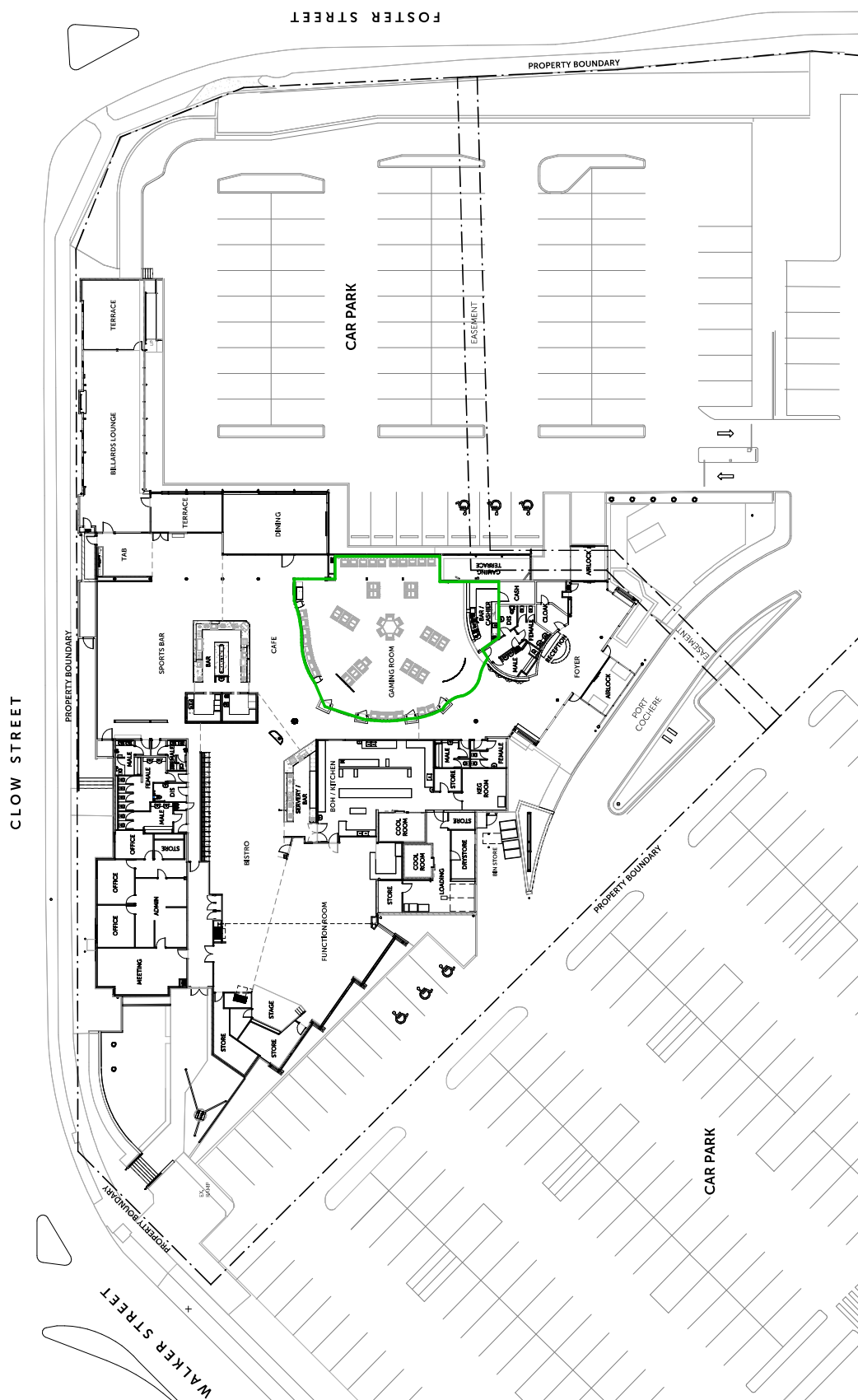
Reasons:
A 31/03/2025 TOWN PLANNING BOARD - RES. LINE
B 06/03/2024 ADJUTED

Reasons:
A 31/03/2025 TOWN PLANNING BOARD - RES. LINE
B 06/03/2024 ADJUTED

Reasons:
A 31/03/2025 TOWN PLANNING BOARD - RES. LINE
B 06/03/2024 ADJUTED

Reasons:
A 31/03/2025 TOWN PLANNING BOARD - RES. LINE
B 06/03/2024 ADJUTED

BSPN.
ARCHITECTURE



DANDENONG RSL
GREEN LINE AREA: 273m²

1 EXISTING GREEN LINE PLAN
1:200

RISBANE
16 Brookers Street | PO Box 481 | Forthside Valley QLD 4206
7365 5609

TELEPHONE
688-Victoria Street Richmond | PO Box 2206, Bunkley North | NT 2022
3 8417 2400

THIS IS A CASE WHERE, UNDER NO CIRCUMSTANCES ARE MANUAL ALTERNATES TO BE MADE, REQUIRED. CHECKING THE REFERENCE TO SCALE, UNIT AND CHECK ALL CHECKING ON THE.

CONCRETE REINFORCED, REINFORCING OF THE
 DRAINAGE OF ELECTRONIC DATA WITHOUT THE
 REINFORCING OF CONCRETE REINFORCING NOT REQUIRED.

Revisions	
A	31.10.2018
B	06.03.2019

DOWN PLANNING ISSUE
DOWN PLANNING RE ISSUE

NGAT

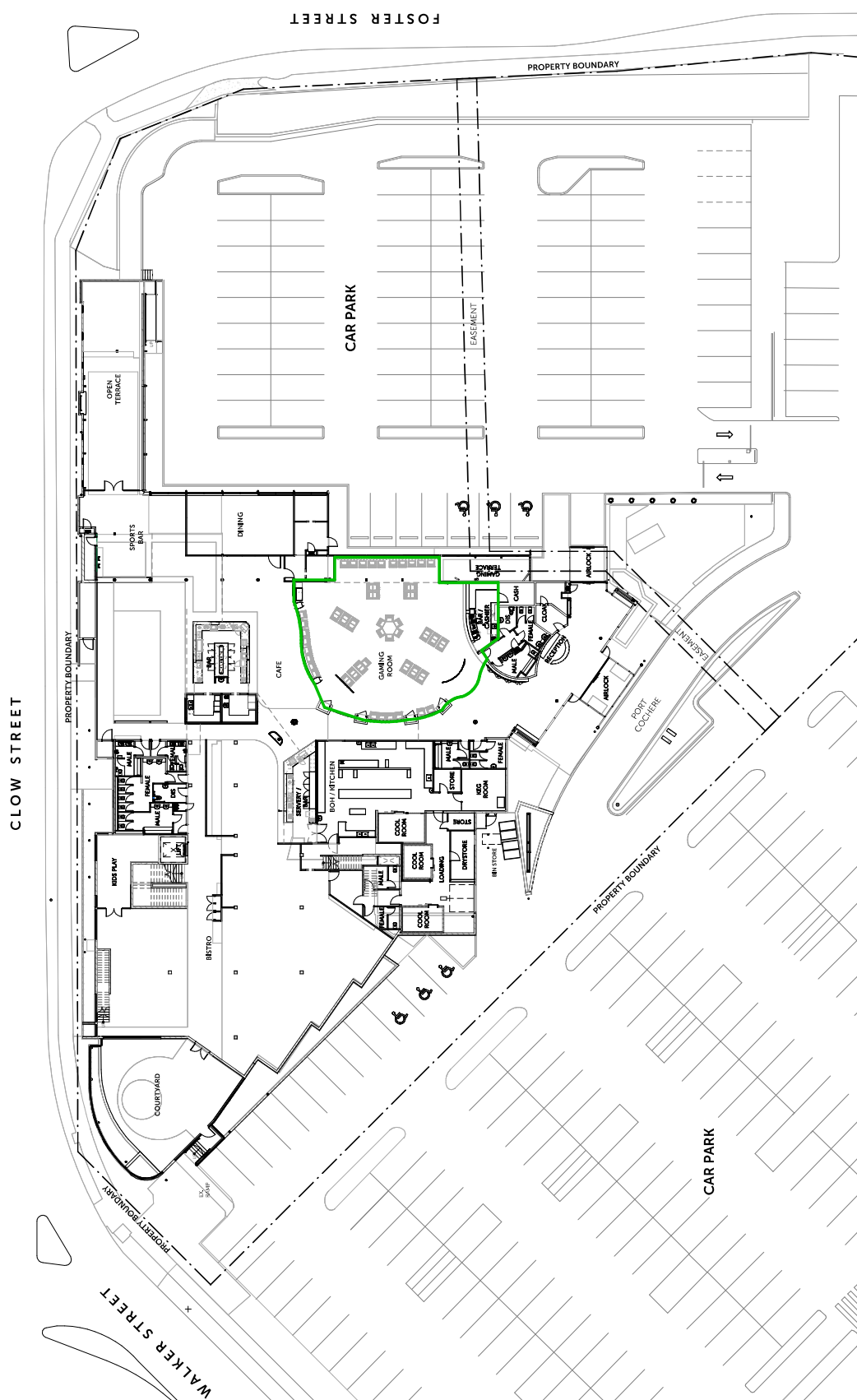
Project
DANDENONG RSL REDEVELOPMENT
44-50 Clow St, Dandenong

For
DANDENONG RSL SUB-BRANCH INC.

Drawing
EXISTING GREEN LINE PLAN

Drawn
Scale

Project No. Drawing No. Revision
M2300025 TP3.11 B



1 PROPOSED GROUND FLOOR GREEN LINE PLAN
1:200

DANDENONG RSL
GREEN LINE AREA: 273m²

RISBANE
9077 070 (Australia) 0061 | (86) 043 041 | 0405 55000 91
7 3695 5600

TELEPHONE
100 886 3336, Sunday North | 043 7223
3 8117 2400

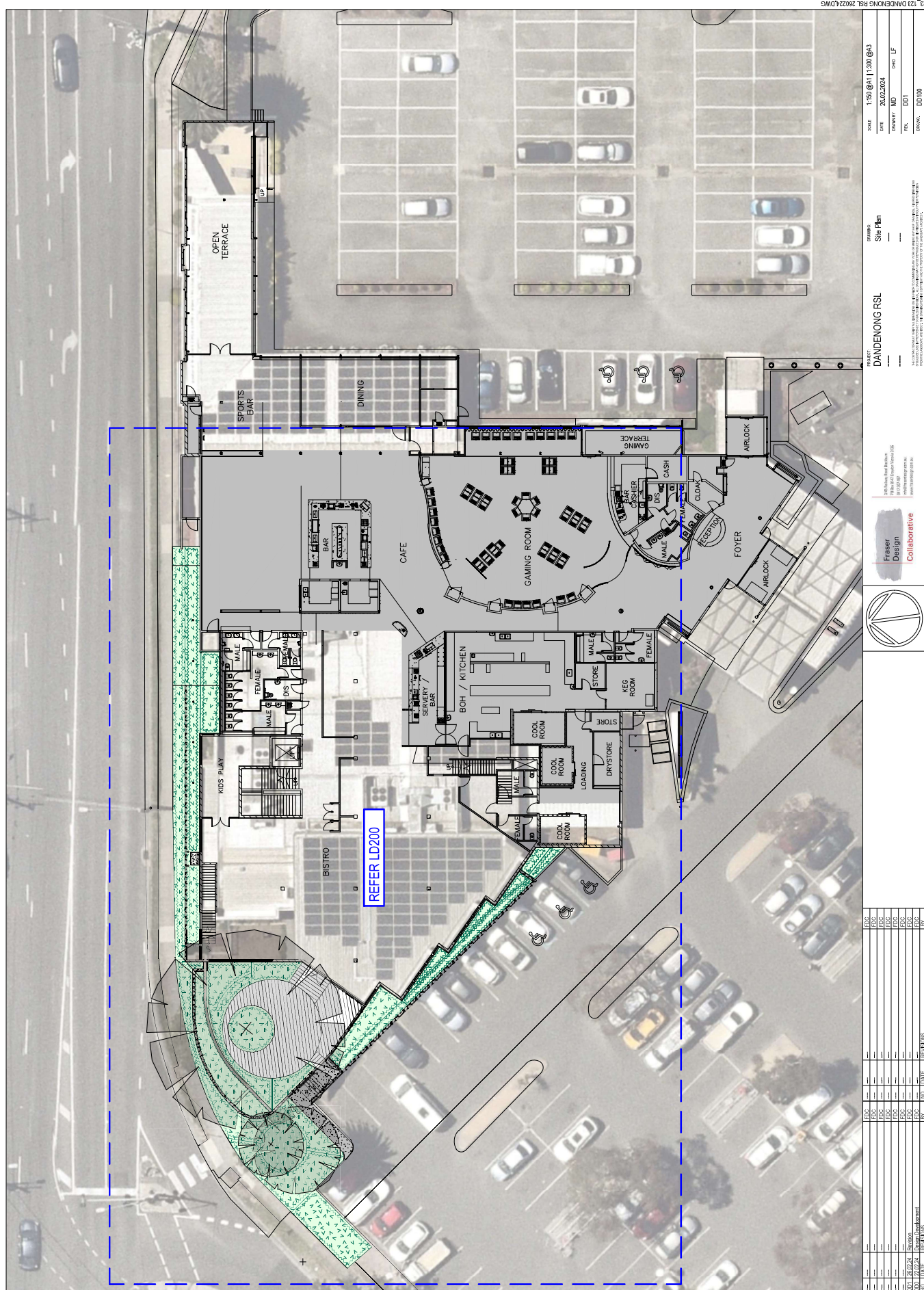
BSPN.

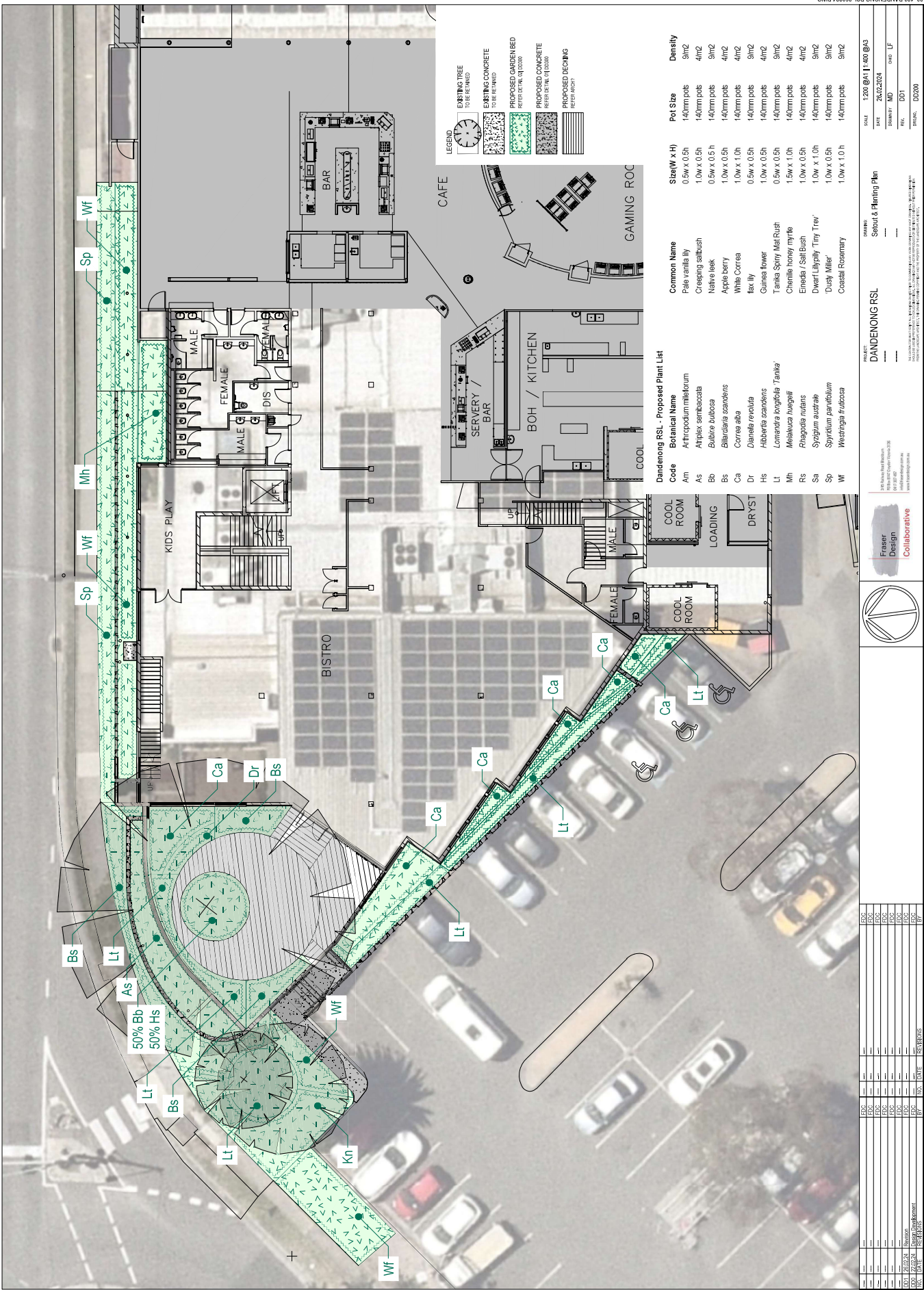
Project
DANDENONG RSL REDEVELOPMENT
44-50 Clow St, Dandenong
For
DANDENONG RSL SUB-BRANCH INC.

Drawing
PROPOSED GROUND FLOOR GREEN
LINE PLAN

Drawn
Scale

Project No. **M2300025** Drawing No. **TP3.12** Revision **B**







44-50 Clow St
DANDENONG VIC 3175
PO Box 8038
Dandenong VIC 3175
Ph: 03 9792 1535
IAN: A0052918V
ABN: 76 148 970 198
PRESIDENT: John C Wells OAM
SECRETARY: Barry Rogers
GENERAL MANAGER: Greg Betros

ALCOHOL MANAGEMENT PLAN

Introduction and Context

Dandenong RSL has always provided and will continue to provide strict adherence to all RSA guidelines.

Dandenong RSL has always been a proud member of the Dandenong Liquor Accord being a signatory of the original accord the 19th of December 2005.

LIQUOR LICENSE

The current liquor license is a FULL CLUB LICENCE which authorises the sale of liquor for consumption on the premises including the sale of take away liquor to financial RSL Club members.

Our liquor license has a **5 star rating** indicating we have not had a compliance issue for over 4 years.

The predominant activity carried out on the premises is gaming, entertainment, wagering and bars, will be accompanied by the preparation and serving of meals to be consumed on the licensed premises.

The current premises are within a shopping precinct zone and the hours of operation are:

CLUB Operating hours are 9am - 12 midnight Monday to Wednesday
 9am-1am Thursday, Friday 9am-1.30am
 10am- 1am Saturday, 10am- 12 midnight Sunday

Bar Trade Hours 10am -11pm Sunday to Wednesday
 10am- 12.30 am Thursday to Saturday

Bar Sale of Liquor:

Christmas Day closed, Good Friday 12 noon to 12 midnight and ANZAC Day 12 noon to 11.30pm.

The premises are located within a Comprehensive Development Zone and is situated 30 metres from the nearest residential area. Therefore, the license is not likely to impact on residential amenity.

The current premises are not within a cluster and would not contribute to cumulative impact should amplified or live music be played. The music would be restricted to between the hours of 7pm and 11.30pm on Saturday's and 7pm -10pm Sundays'.

As a fully licenced RSL Club, on-site security is provided from 5pm to close 7 days a week other than Thursday and Friday with security from 12 noon.

Live music has been and will be played at background level only.



44 - 50 Clow Street
Dandenong VIC 3175
POBox 8038
Dandenong VIC 3175
Ph: 03 97921535

IAN: A0052918V
ABN: 76148970198
PRESIDENT: John C Wells OAM
SECRETARY: Barry Rogers
GENERAL MANAGER: Greg Betros

POLICIES AND STRATEGIES TO REDUCE RISK

Compliance Risks

Dandenong RSL will continue to comply with the standards of the Department of Justice and Regulation's 'Design Guidelines for Licensed Premises' 2009 and the Department of Liquor Control Victoria Liquor Control Reform Regulations 2023.

As part of compliance risk minimisation, Dandenong RSL will continue to work with all relevant bodies complying with regulations and permit conditions, be aware of the recommended practices adhered to by members of the Greater Dandenong Liquor Forum and continue to participate where appropriate.

The following strategies will be employed in order to comply with Victorian State law regarding the sale and consumption of liquor within the Red Line area in accordance with the *Liquor Control Reform Act 1998* and the *Planning and Environment Act 1987*.

At all times Dandenong RSL has a Club Supervisor rostered on duty as a minimum along with a full time Operations Manager and a full time General Manager ensuring that the Dandenong RSL is complying with its AMP.

RESPONSIBLE SERVICE OF ALCOHOL

The Dandenong RSL has a minimum standard that all staff are appropriately trained for the Responsible Service of Alcohol (**RSA**) by a Registered Training Organisation to ensure that they have the skills and knowledge necessary to contribute to a safe environment in and surrounding licensed premises.

The operator is able to provide easily accessible **RSA** records of new entrant training, that the operator and all staff are appropriately trained, undertake refresher courses and remain up-to-date throughout their employment.

The operator and staff will be capable of the following:

- Serving alcohol and monitoring its consumption according to the requirements of the Liquor Control Reform Act.
- Providing accurate information to customers on alcoholic beverages and standard drinks
- Preparing and serving standard drinks according to industry requirements
- Recognising and monitoring drinking behaviour to prevent possible intoxication.
- Identifying changes in behaviour, observing emotional and physical state of customers for indications of intoxication
- Requesting and obtaining proof-of-age before sale or service of alcohol
- Refusing sale or service of alcohol where a customer may be intoxicated or a minor.
- Ensuring minors on the premises do not consume alcohol through secondary service.
- Educating patrons, particularly young people, about potential harms associated with alcohol use.
- Identifying and diffusing, through appropriate communication and conflict resolution skills, difficult situations relating to the refusal of service of alcohol.



44 - 50 Clow Street
Dandenong VIC 3175
POBox 8038
Dandenong VIC 3175
Ph: 03 97921535
IAN: A0052918V
ABN: 76148970198
PRESIDENT: John C Wells OAM
SECRETARY: Barry Rogers
GENERAL MANAGER: Greg Betros

BEHAVIOURAL RISKS

House Policies and strategies will be developed to ensure the wellbeing and safety of all patrons and staff in accordance with recommendations by Department of Liquor Control Victoria and City of Greater Dandenong.

SIGNAGE AT ENTRY / EXIT POINTS

Signage placed in key strategic locations will detail House Policies to assist patrons to understand expected behavioural standards, such as:

- A map of the venue with the Red Line clearly visible with a short description of its purpose
- A Code of Practice that discourages drinking promotions resulting in rapid alcohol consumption.
- Signage that outlines appropriate behaviour by patrons, particularly that:
 - Alcohol is not to be consumed in any public places in the municipality, such as in the car park and related areas, and that up to a \$1,000 Local Laws fine applies.
 - That the safety and amenity of people and property in surrounding areas is to be respected upon leaving the premises.

HEALTH AND SAFETY STRATEGIES

To optimise the health, safety and wellbeing of all those on the premises, the operator and staff will:

- Undergo RSA training and regular updates to ensure all those working in the premises are equipped with the skills and knowledge to minimise risks associated with behaviour and alcohol consumption
- Develop and apply strategies that minimise the potential for negative patron behaviour, including the use of safe queuing and dispersal practices.
- Develop and apply strategies that maximise amenity and safety for patrons and staff entering and exiting the premises, such as adequate car park lighting, latest CCTV digital cameras, security staff, adequate staff / patron ratios at peak service times.
- A Safe Transport Strategy regarding how people can get home safely (including availability of taxis)
- Addressing incidents of broken glass quickly by the operator or staff to ensure injury minimisation.
- Providing access to free water at all Bars and food service areas.

AMENITY RISKS

External amenity impacts will be avoided through adopting the recommended principles in the Department of Justice and Regulation's 'Design Guidelines for Licensed Premises' 2009.

Methods for minimising amenity impacts on surrounding uses will include:

- Leading by example by maintaining welcoming and orderly indoor and outdoor areas
- Using fencing, and/or signage and outdoor areas to indicate transitional spaces between car parks and entry/exit points to the premises.
- Maintaining clear sightlines and maximising opportunities for passive surveillance to and from the premises of outdoor areas, e.g., ensuring landscaping is kept neat and cut low
- Ensuring outdoor areas in and around the premises are well lit and have an active staff presence



44 • 50 Clow Street
Dandenong VIC 3175

PO Box 8038
Dandenong VIC 3175

Ph: 03 97921535

IAN: A0052918V

ABN: 76148 970 198

PRESIDENT: John C Wells OAM

SECRETARY: Barry Rogers

GENERAL MANAGER: Greg Betros

- Ensuring regular cleaning of indoor and outdoor areas, e.g., providing accessible bins with lids to prevent windblown rubbish.
- Providing ashtrays in smoking designated areas where allowed, to prevent littering.
- Encouraging a quiet exit from patrons leaving into the surrounding areas by providing mints, lollipops or other treats and an active staff presence at payment/registration counter and exit points.

CONCLUSION

This Alcohol Management Plan aims satisfy the requirements of the City of Greater Dandenong Alcohol Management Policy and Alcohol Management Plan Information Guidelines last adopted on 9 April 2018.

This report addresses the requirements outlined in Council's policy, with a focus on reducing risks to compliance, behaviour and amenity, by:

- Ensuring the operator and staff are well trained and up-to-date with their RSA requirements
- Application of principles and recommendations of the Department of Liquor Control Victoria and Department of Justice and Regulation.
- Strategies to reduce the likelihood of alcohol-related anti-social behaviour, violence and/or vandalism.
- Maintaining a welcoming, orderly and supportive environment with a focus on food, refreshments, and encouraging responsible service and consumption of alcohol.



2.2.2 Town Planning Application - No. 30 Rodeo Drive, Dandenong South (Planning Application PLN24/0124)

Responsible Officer: Executive Director City Futures

Attachments: 1. Assessed Plans (Red Line Plan) [2.2.2.1 - 1 page]

Application Summary

Applicant: Commercial Licensing Specialists
Proposal: Use of the land to sell liquor (remote seller's packaged liquor licence)
Zone: Industrial 1 Zone (IN1Z)
Overlay: No Overlays
Ward: Dandenong

1. The application has been brought before Council because Council's Instrument of Delegation requires all applications for a liquor licence (where not associated with a food and drink premise) to be determined by Council at a Council meeting.
2. A remote sellers packaged liquor licence is defined by the Liquor Control Victoria (LCV), as a licence which allows:
3. *People or businesses to sell alcohol to people not currently on the licenced premises. This includes sales over the phone, via the internet or through an app, and delivered to customers to consume off-premise.*
4. The remote seller's licenced premise is where the liquor is supplied from, such as the warehouse where alcohol products are shipped from.
5. A planning permit is required under the Greater Dandenong Planning Scheme, pursuant to:
 - Clause 52.27 (Licenced premise) to use the land to sell or consume liquor, if a licence is required under the Liquor Control Reform Act 1998. A remote sellers packed liquor licence is a licence required under the Liquor Control Act 1998.

Objectors Summary

6. In accordance with Council Policy, notification of the application was undertaken by way of letters sent to the owners and occupiers of surrounding land and placing a sign in front of the subject site. This allowed people make submissions if there were any concerns relating to the proposal.
7. Zero (0) objections to the proposal were received by Council to date.



Recommendation Summary

8. As assessed, the proposal is consistent with and appropriately responds to the provisions of the Greater Dandenong Planning Scheme. The proposal appropriately responds to strategic policy for Clause 52.27 Licenced Premise, 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.
9. If the application were to be appealed to the Victorian Civil and Administrative Tribunal (VCAT), it is the officer's view that it is highly likely that VCAT would also issue a planning permit for this proposal. The cost to Council to defend the application if council officers recommendation is not carried would start at approximately \$15,000.

Subject Site and Surrounds

Subject Site

10. The subject site is legally known as Lot 4 on Plan of Subdivision 749368Y Vol 11822 Fol 988, located along the southern side of Rodeo Drive in Dandenong South. The site is currently occupied by a warehouse.
11. The subject site is a battleaxe block to the rear of 32-44 Rodeo Drive Dandenong South with individual access connecting to Rodeo Drive, running along the west of this neighbouring site.
12. The overall site area is 1,799 square metres.
13. There are 69 car spaces provided to the existing warehouse.

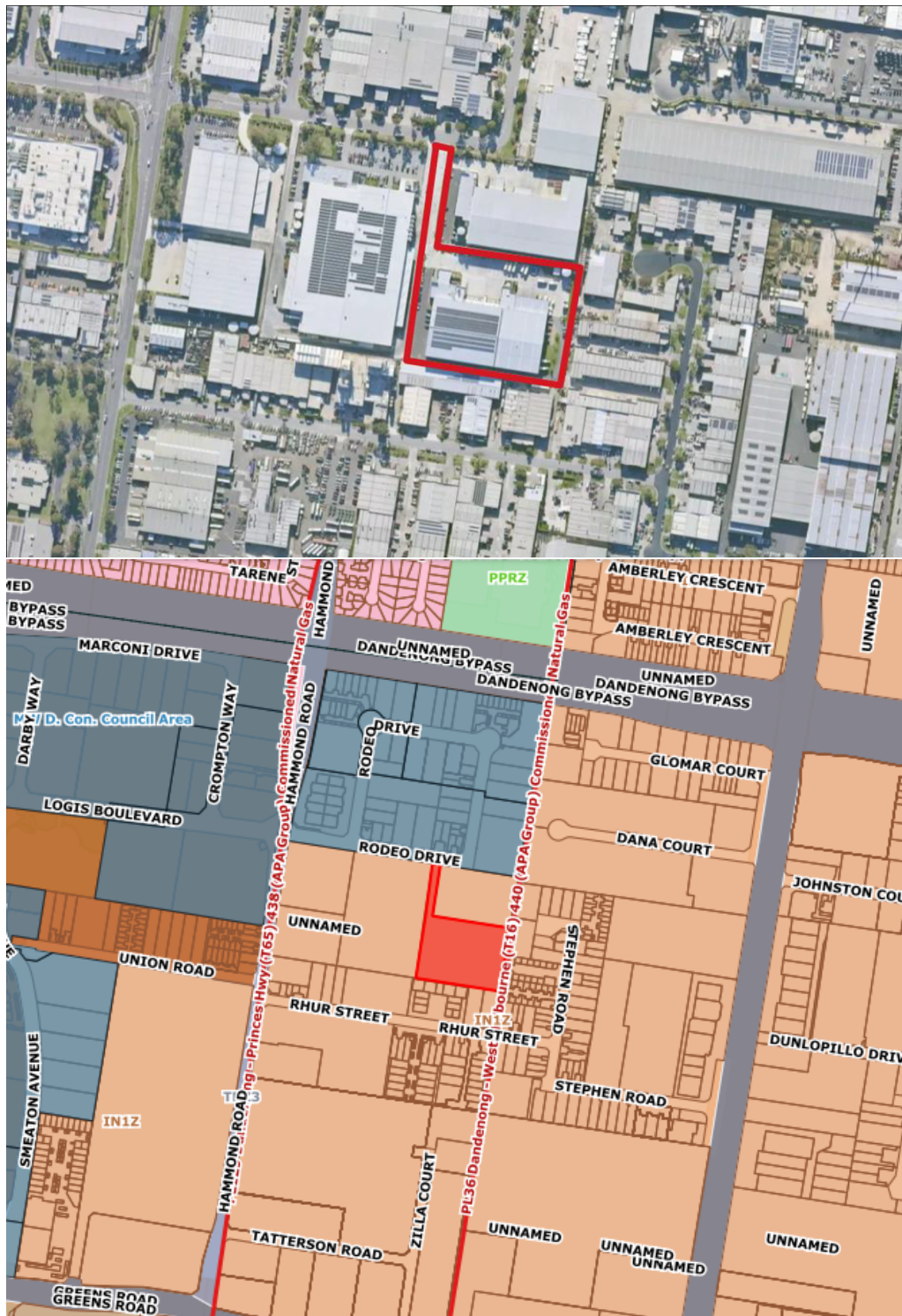
Surrounding Area

14. The surrounding sites are also zoned Industrial 1 Zone.
15. The closest residential zone is located approximately 420 metres to the north of the site, as the crow flies, to the opposite side of Dandenong Bypass.
16. The immediate surrounding area consists of similar industrial / warehouse style buildings, used for a variety of commercial and industrial uses.
17. The Central Dandenong Activity Centre is located approximately 1.5 km north of the subject site, as the crow flies.



Locality Plan

18. An aerial image and zoning map of the subject site and surrounding area is provided below:





Background

Previous Applications

19. A search of Council records revealed the following previous considerations for the site:
20. PLN18/0052 issued on 04 July 2018 for the 'Development of the land for a warehouse building, and a reduction in the car parking requirements'.

Proposal

21. The application proposes to use the land to sell liquor (remote sellers packaged liquor licence).
22. The use of the land for a licensed premise will be utilised in conjunction with the existing use of the land for a warehouse.
23. No buildings and works are proposed as a part of the application, with the use proposed to operate within the existing building footprint. Any internal rearrangement of the warehouse to accommodate the use will not be an increase in the floor area, with only a small section of the existing building to be used.
24. The operation of the site will consist of selling packaged liquor to customer via online retail sales. The product will then be delivered to customers off-premises. There will be no retail display or shop associated with the use, with no samplings, tasting or consumption of any kind on site. No customers are permitted to attend the premise.
25. The warehouse will maintain the following hours for the packing and delivering of liquor:
 - Monday to Saturday: 5am to 9pm
26. Sunday: 10am to 11pm
 - ANZAC Day: 12pm – 11pm
 - Closed Good Friday and Christmas Day
27. No signage is proposed as a part of the application and no additional car parking is required to the change of use.
28. A copy of the submitted plans is provided in Attachment 1 to this report.

Financial Implications

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

Planning Scheme and Policy Frameworks

30. A planning permit is required under the Greater Dandenong Planning Scheme, pursuant to:
 - Clause 52.27 (Licensed Premise) to use the land sell or consume liquor if a license is required under the Liquor Control Act 1998.
31. Pursuant to the Liquor Control Reform Act 1998, a remote sellers packaged liquor licence is a licence included under the Act 1998.



Zoning Controls

32. The subject site is located in an Industrial 1 Zone, as is the surrounding area.

33. The purpose of the Industrial 1 Zone outlined at Clause 33.01 is:

- *To implement the Municipal Planning Strategy and Planning Policy Framework.*
- *To provide for manufacturing industry, the storage and distribution of goods and associated uses in a manner which does not affect the safety and amenity of local communities*

Overlay Controls

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

State Planning Policy Framework

35. 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:

- a) *To provide for the fair, orderly, economic and sustainable use, and development of land.*
- b) *To provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity.*
- c) *To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria.*
- d) *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.*
- e) *To protect public utilities and other facilities for the benefit of the community.*
- f) *To facilitate development in accordance with the objectives set out in paragraphs (a), (b), (c), (d) and (e).*
- g) *To balance the present and future interests of all Victorians.*

36. 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.

37. **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.

38. 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

39. The Local Planning Policy Framework (LPPF) includes the Municipal Strategic Statement (MSS) and Local Policies.

40. 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.*

41. 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

42. 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.

43. 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.*

44. 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

45. 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

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

Diversity, Access and Equity

47. 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

48. 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

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

Referrals

50. 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 Liquor Control Victoria (LCV).

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

External Authority	Response
Victoria Police	No comment
Liquor Control Victoria	No comment

52. The application was internally referred the following Council departments:

Internal Referral	Response
Transport	No objection
Community Services	No objection.

Advertising

53. 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 surrounding land; and
- placing a sign on site in front of the warehouse on the subject site.

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



Assessment

Use

55. 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.
56. The subject site is located within an established Industrial 1 Zone with the immediately adjoining lots used for a variety of industrial and warehouse uses, with no adverse impacts to the surrounding area anticipated as a result of the proposal.
57. The subject site is considered an appropriate location for the use of the land for a licensed premises given the existing warehouse currently used to store food items and cleaning products to be packaged and dispatched. The sale of groceries 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.
58. It is considered that the use of the land for a licensed premises will not adversely impact the existing amenity of the closest established residential area which is located to the north of the subject site, at a distance of approximately 420 metres, to the opposite side of Dandenong Bypass.
59. The current proposal to use the land for a licensed premises will have little impact on the existing traffic of the surrounding area and Rodeo Drive.
60. The packaged liquor for sale will be stored internally within the existing warehouse in an orderly manner (on pallets within the warehouse). The liquor will be dispatched via a private delivery vehicle collecting the orders on-site, within the existing loading and unloading bay with little impact to the functionality of the existing car parking area.
61. The warehouse is proposed to maintain the same hours as the existing business for the packing and delivering of liquor. These are proposed as follows:
 - Monday to Saturday: 5am to 9pm
 - Sunday: 10am to 11pm
 - ANZAC day: 12pm to 11pm
 - Closed Good Friday and Christmas Day
62. It is noted that the hours proposed are outside of the trading hours as detailed by the Victorian Commission for Gambling and Liquor Regulation (VCGLR) for remote seller's licences. Although off-premises requests can be taken at any time, liquor can only be packaged and delivered during certain hours.



63. Therefore, a condition is to be imposed on the permit to restrict these hours to be within the VCGLR trading hours, detailed as follows:

- Liquor can be picked and packed:
 - Monday to Saturday: 9am to 11pm
 - Sunday: 10am to 11pm
 - ANZAC day: 12pm to 11pm
 - Any time on Good Friday or Christmas Day if agreed by the liquor regulator on the licence.
- Orders can be delivered:
 - Monday to Saturday: 9am to 11pm
 - Sunday: 10am – 11pm
 - ANZAC day: 12pm – 11pm
 - No delivery is allowed on Good Friday or Christmas Day.

64. The applicant has submitted an Alcohol Management Strategy with the application documents adequately detailing the obligations of a remote seller's licence to be adhered to. It is noted that the alcohol delivery policy is only to be within the approved hours on the licence or before 11pm. Therefore, the strategy does not require amendments prior to the endorsement of this document.

65. Importantly, the Alcohol Management Strategy highlights the commitment to online and social media advertising standards, promotions, discount bulk buying, and includes protocols to ensure IDs are verified as the online purchaser upon delivery, and deliveries are not left unattended.

66. 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.

67. 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.

68. 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.



69. 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 within 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:
 - No existing licensed premises are located within a 100 metre radius of the subject site.
 - Within a 500 metre radius is the following existed licensed premises:
 - Limited licence (Licence No. 36115023) to No. 101-103 Rodeo Drive Dandenong South, a mobile catering business.
70. As demonstrated above, zero (0) existing licensed premises are located within a 100 metre radius of the subject site and one (1) within a 500 metre radius. 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.
71. 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.
72. Therefore, the proposal complies with the relevant objectives within the Municipal Planning Strategy and Planning Policy Framework within the Greater Dandenong Planning Scheme.
73. 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

74. 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.
75. Overall, it is considered that the proposal is appropriate having regard to the site's location within an Industrial 1 Zone.



Officer Recommendation

That Council resolves to grant a planning permit in respect of the land known and described as No. 30 Rodeo Drive, Dandenong South VIC 3175, 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:

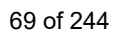
- 1. The licensed area shown on the endorsed Redline plan must not be altered without the prior written consent of the Responsible Authority and Liquor Control Victoria.**
- 2. The licensee must ensure that no delivery of packaged liquor within two (2) hours of the sale will occur without the prior written consent of the Responsible Authority and Liquor Control Victoria.**
- 3. Customers must not directly collect purchased liquor from the site at any time.**
- 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 Liquor Control Victoria.**
- 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, girt 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. Monday to Saturday: 9am to 11pm;**
 - 8.2. Sunday: 10am to 11pm;**
 - 8.3. ANZAC Day: 12pm to 11pm; or**
 - 8.4. Closed Good Friday and Christmas Day.**



- 9. Orders for packaged liquor is to be delivered during the following hours only:**
 - 9.1. Monday to Saturday: 9am to 11pm;**
 - 9.2. Sunday: 10am – 11pm;**
 - 9.3. ANZAC day: 12pm – 11pm; or**
 - 9.4. Closed Good Friday and Christmas Day.**
- 10. The trading hours within Conditions 9 and 10 of the planning permit must not be altered without the prior written consent of the Responsible Authority and Liquor Control Victoria.**
- 11. Delivery vehicles must not obstruct the common accessway during deliveries and/or collections, or any other time, to the satisfaction of the Responsible Authority.**
- 12. This permit will expire if one of the following circumstances applies:**
 - 12.1. the use does not start within two (2) years of the date of this permit; or**
 - 12.2. the use is discontinued for a period of two (2) years.**

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

AGENDA Council Meeting 241125





2.2.3 Planning Delegated Decisions Issued – October 2024

Responsible Officer: Executive Director City Futures

Attachments: 1. Planning Delegated Decisions Issued – October 2024
[2.2.3.1 - 12 pages]

Officer Recommendation

That the listed items in Attachment 1 to this report be received and noted.

Executive Summary

1. This report provides Council with an update on the exercise of delegation by Council officers.
2. It provides a listing of Town Planning applications that were either decided or closed under delegation or withdrawn by applicants in October 2024.
3. It should be noted that where permits and notices of decision to grant permits have been issued, these applications have been assessed as being generally consistent with the Greater Dandenong Planning Scheme and Council's policies.
4. Application numbers with a PLA#, PLN#.01 or similar, are applications making amendments to previously approved planning permits.
5. The annotation 'SPEAR' (Streamlined Planning through Electronic Applications and Referrals) identifies where an application has been submitted electronically. SPEAR allows users to process planning permits and subdivision applications online.

Planning Delegated Decisions Issued from 01/10/2024 to 31/10/2024

City of Greater Dandenong

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA24/0027	PlnAppAmd	No	25-27 Pacific Drive KEYSBOROUGH VIC 3173	Australian Biotechnology Group Pty Ltd	AMENDMENT TO: Buildings and works (mezzanine), a reduction in the car parking requirements and to display business identification signage (PLN23/0131)	Amend endorsed plans	Delegate	AmendPerm	25/10/2024	Keysborough
PLA24/0033	PlnAppAmd	No	1210 Heatherton Road NOBLE PARK VIC 3174	Jesse Ant Architects	AMENDMENT TO PLN18/0325: Development of the land for six (6) double-storey dwellings; Alteration of access to a road in a Road Zone Category 1; and Construction of a front fence exceeding the maximum height specified in clause 55.06-2	Delete permit condition 1(b)	Delegate	AmendPerm	22/10/2024	Yarraman
PLA24/0049	PlnAppAmd	No	141 Buckley Street NOBLE PARK VIC 3174	C Hout	AMENDMENT TO: Development of the land for one (1) double storey dwelling to the rear of an existing single storey dwelling (PLN20/0065)	Amend permit conditions	Applicant	Withdrawn	18/10/2024	Noble Park
PLA24/0054	PlnAppAmd	No	1/17 Agnes Street NOBLE PARK VIC 3174	Jova Drafting Consultants	AMENDMENT TO: to have buildings and works erected thereon and to be used for the purpose of an additional flat in accordance with the attached endorsed plans (with conditions) (120/72)	Amend endorsed plans	Delegate	AmendPerm	10/10/2024	Noble Park
PLA24/0061	PlnAppAmd	No	221-231 Hammond Road DANDENONG SOUTH VIC 3175	Volgren Australia Pty Ltd	AMENDMENT TO: Building and Works (Container Shelter) (PLN23/0271)	Delete permit condition 1	Delegate	AmendPerm	25/10/2024	Dandenong

ATT 2.2.3.1 Planning Delegated Decisions Issued – October 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA24/0064	PlnAppAmd	No	Optus Telecommunication Site 38-42 Westall Road SPRINGVALE VIC 3171	Maple Media Pty Ltd	Original permit PLN11/0764: The construction and display of a floodlit, major promotion sign Amended to: The construction and display of one floodlit major promotion sign and one electronic major promotion sign	Amend permit condition 10	Delegate	AmendPerm	24/10/2024	Springvale Central
PLA24/0065	PlnAppAmd	No	1663-1665 Centre Road SPRINGVALE VIC 3171	Tasman Foods International Pty Ltd	AMENDMENT TO: To erect an electronic internally illuminated sign exceeding 1.5 sqm (PLN21/0135)	Amend permit conditions and endorsed plans	Delegate	AmendPerm	11/10/2024	Springvale North
PLA24/0067	PlnAppAmd	No	1 McNab Court DANDENONG VIC 3175	W Homes Pty Ltd	AMENDMENT TO: Development of the land for a single storey dwelling to the rear of an existing dwelling, alterations and additions to the existing dwelling and subdivision of the land into two (2) lots (PLN22/0598)	Amend endorsed plans to reflect what was constructed on the site	Delegate	AmendPerm	11/10/2024	Cleeland
PLA24/0073	PlnAppAmd	No	249-251 Perry Road KEYSBOROUGH VIC 3173	Tri-Fixx	AMENDMENT TO: Development of the land for two (2) warehouses, subdivision of land, reduction in car parking requirements and creation of reserves (PLN21/0455)	Amend permit preamble and endorsed plans	Delegate	AmendPerm	25/10/2024	Keysborough South
PLA24/0079	PlnAppAmd	No	58 Babbage Drive DANDENONG SOUTH VIC 3175	The Pops Group Pty Ltd	AMENDMENT TO: Use of the land for Industry (Leather tanning and dressing) in conjunction with a Warehouse and a reduction in car parking.	Amend permit preamble and conditions	Delegate	AmendPerm	15/10/2024	Dandenong

ATT 2.2.3.1 Planning Delegated Decisions Issued – October 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA24/0094	PlnAppAmd	No	15-29 Coomoorra Road SPRINGVALE SOUTH VIC 3172	Paroissien Grant and Associates Pty Ltd	AMENDMENT TO: Staged subdivision of the land, creation of reserves (R-1 and R-2), creation of an easement; and the removal of native vegetation SPEAR (PLN20/0333)	Amend permit conditions and endorsed plans related to staged subdivision	Delegate	AmendPerm	15/10/2024	Keysborough
PLA24/0095	PlnAppAmd	No	11 Nicole Way DANDENONG SOUTH VIC 3175	Belstow Pty Ltd	AMENDMENT TO: Buildings and works (extension to existing building) and the reduction of the bicycle facility requirement (PLN23/0176)	Amend permit conditions	Delegate	AmendPerm	22/10/2024	Dandenong
PLA24/0103	PlnAppAmd	No	3 Deakin Crescent DANDENONG NORTH VIC 3175	Harnest Constructions Pty Ltd	AMENDMENT TO: Development of the land for two (2) single storey dwellings (PLN24/0195)	Amend permit and endorsed plans	Delegate	AmendPerm	29/10/2024	Cleeland
PLN22/0605	PlnApp	No	272 Chandler Road KEYSBOROUGH VIC 3173	R Cchhim	Development of the land for one (1) double storey dwelling to the rear of an existing dwelling and to construct and carry out works to the existing dwelling, associated with alteration of access to a road in a Transport Zone 2	Neighbourhood Residential 1 Zone, 1016sqm	Delegate	NOD	25/10/2024	Noble Park
PLN23/0371	PlnApp	No	4 Latimer Street NOBLE PARK VIC 3174	RD Design and Drafting Pty Ltd	Development of the land for one (1) single storey dwelling to the side of an existing single storey dwelling	General Residential 1 Zone, 571sqm	Delegate	PlanPermit	24/10/2024	Noble Park
PLN23/0418	PlnApp	No	8 Ray Street DANDENONG VIC 3175	ArchiDesign Office	Development of the land for two (2) double storey dwellings	General Residential 1 Zone, 585sqm	Delegate	PlanPermit	29/10/2024	Yarraman

ATT 2.2.3.1 Planning Delegated Decisions Issued – October 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN23/0519	PlnApp	No	117 Ann Street DANDENONG VIC 3175	M & D Town Planning Pty Ltd	Development for the land for three (3) double storey dwellings	Proposal fails to comply with Clause 15 (Built Environment and Heritage), Clause 21.05 (Built Form), Clause 55.02-2 (Residential Policy Objectives), Clause 22.09-3.1 (Design Principles), Clause 22.09-3.3 (Incremental Change Area), Clause 55 and Clause 65	Delegate	Refusal	02/10/2024	Cleeland
PLN23/0531	PlnApp	No	21 Liege Avenue NOBLE PARK VIC 3174	LCA Design	Development of three (3) double storey dwellings	General Residential 1 Zone, 617sqm	Delegate	PlanPermit	07/10/2024	Yarraman
PLN23/0541	PlnApp	No	65 Cleeland Street DANDENONG VIC 3175	Strong Hearts Farm Sanctuary	Use of the land for a veterinary centre and to display of business identification signage	Residential Growth 2 Zone	Delegate	NOD	30/10/2024	Cleeland
PLN23/0551	PlnApp	No	1 Davey Court SPRINGVALE VIC 3171	MBDesignStudio Pty Ltd	Development of the land for a double-storey dwelling and alterations to the existing dwelling	General Residential 1 Zone, 580sqm	Delegate	PlanPermit	31/10/2024	Springvale North
PLN24/0014	PlnAppVic	Yes	30-36 Cyber Loop DANDENONG SOUTH VIC 3175	N Masson	Building and Works (Mezzanine and external alterations) and the reduction of the car parking requirement VICSMART	Commercial 2 Zone	Delegate	PlanPermit	16/10/2024	Dandenong

ATT 2.2.3.1 Planning Delegated Decisions Issued – October 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN24/0019	PlnApp	No	16 Kitchen Road DANDENONG SOUTH VIC 3175	Lakeside Building Consultants Pty Ltd	Use the land for an Employment Training Centre and buildings and works	Industrial 1 Zone	Delegate	PlanPermit	08/10/2024	Dandenong
PLN24/0070	PlnApp	No	8 Gerard Street DANDENONG VIC 3175	NAJM Design & Build	Development for the land for one (1) double storey dwelling to the rear of an existing dwelling, and to construct and carry out works to the existing dwelling	General Residential 1 Zone, 603sqm	Delegate	NOD	17/10/2024	Cleeland
PLN24/0077	PlnApp	No	16 Henry Street NOBLE PARK VIC 3174	Kostic & Associates Pty Ltd	Development of the land for ten (10) double storey dwellings	General Residential 3 Zone, 1918sqm	Delegate	PlanPermit	21/10/2024	Noble Park
PLN24/0088	PlnApp	No	3 Victoria Avenue SPRINGVALE VIC 3171	Nobelius Land Surveyors Pty Ltd	Subdivision of the land into six (6) lots SPEAR	Residential	Delegate	PlanPermit	09/10/2024	Springvale Central
PLN24/0090	PlnApp	No	48 Progress Street DANDENONG SOUTH VIC 3175	J King Fit	Use of the land for a Restricted Recreation Facility	Commercial 2 Zone	Delegate	NOD	18/10/2024	Dandenong
PLN24/0101	PlnApp	No	7 Anthony Street DANDENONG NORTH VIC 3175	R Josy	Development of the land for one (1) double storey dwelling and one (1) single storey dwelling to the rear	General Residential 1 Zone, 650sqm	Delegate	PlanPermit	23/10/2024	Cleeland

ATT 2.2.3.1 Planning Delegated Decisions Issued – October 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN24/0116	PlnApp	No	220 Chapel Road KEYSBOROUGH VIC 3173	S Coates	Use of the land for a Restricted Recreation Facility (Fitness Studio/Centre)	Commercial 1 Zone	Applicant	Withdrawn	14/10/2024	Keysborough South
PLN24/0127	PlnApp	No	42 Jones Road DANDENONG VIC 3175	RD Design and Drafting Pty Ltd	Development of the land for four (4) dwellings (three (3) double storey dwellings and one (1) single storey dwelling to the rear)	No response to further information request	Delegate	Lapsed	02/10/2024	Yarraman
PLN24/0147	PlnAppVic	Yes	37-39 Pacific Drive KEYSBOROUGH VIC 3173	BM Town Planning	To reduce the car parking requirements VICSMART	Industrial 1 Zone, reduction in the number of car parking spaces	Delegate	PlanPermit	24/10/2024	Keysborough South
PLN24/0183	PlnApp	No	26 Marna Court NOBLE PARK VIC 3174	The Silver Arc	Development of the land for one (1) single storey dwelling to the rear of an existing single storey dwelling and alterations to the existing dwelling	General Residential 1 Zone, 812sqm	Delegate	PlanPermit	18/10/2024	Yarraman
PLN24/0186	PlnApp	No	101-103 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	Change Of Plan	Buildings and works (mezzanine and exterior alterations), a reduction of the car parking requirement, to display four (4) floodlit business identification signs and a waiver of the bicycle facilities pursuant to Clause 52.34	Industrial 1 Zone	Delegate	PlanPermit	04/10/2024	Dandenong
PLN24/0201	PlnApp	No	25 Sheales Street DANDENONG VIC 3175	Arkham Design	Development of the land for two (2) double storey dwellings	General Residential 1 Zone, 704sqm	Delegate	PlanPermit	10/10/2024	Cleeland

ATT 2.2.3.1 Planning Delegated Decisions Issued – October 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN24/0211	PlnApp	No	170 Princes Highway DANDENONG VIC 3175	Vicky Trading (VIC) Pty Ltd	Use and development of the land for a Container Deposit Scheme Centre and alteration to a Transport Zone 2	Commercial 2 Zone	Delegate	PlanPermit	30/10/2024	Cleeland
PLN24/0217	PlnApp	No	8 Clive Street SPRINGVALE VIC 3171	Soneji Pty Ltd	Change of Use (Motor Vehicle Sales)	Industrial 1 Zone	Applicant	Withdrawn	02/10/2024	Springvale North
PLN24/0218	PlnApp	No	52-56 Berends Drive DANDENONG SOUTH VIC 3175	Vic Permit Applications	Use and development of the land for a transfer station	No response to further information request	Delegate	Lapsed	08/10/2024	Dandenong
PLN24/0224	PlnApp	No	5/52 Smith Road SPRINGVALE VIC 3171	St-Wise Pty Ltd	Use of the land for Materials Recycling and a reduction in the car parking requirements	Commercial 2 Zone	Applicant	Withdrawn	10/10/2024	Springvale North
PLN24/0240	PlnApp	No	8-12 Police Road SPRINGVALE VIC 3171	A Manjikian	Building and Works (Portable Office)	No response to further information request	Delegate	Lapsed	25/10/2024	Springvale North
PLN24/0244	PlnApp	No	172-178 Perry Road KEYSBOROUGH VIC 3173	C Costa	Building and Works (Earthworks)	No response to further information request	Delegate	Lapsed	08/10/2024	Keysborough South

ATT 2.2.3.1 Planning Delegated Decisions Issued – October 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN24/0269	PlnApp	No	114 Fernside Drive BANGHOLME VIC 3175	MBDesignStudio Pty Ltd	To carry out earthworks	No response to further information request	Delegate	Lapsed	28/10/2024	Keysborough South
PLN24/0273	PlnApp	No	258 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	Return It Victoria	To display business identification signage	Industrial 1 Zone	Delegate	PlanPermit	11/10/2024	Dandenong
PLN24/0274	PlnApp	No	1658 Centre Road SPRINGVALE VIC 3171	Return It Victoria	To display business identification signage	Industrial 1 Zone	Delegate	PlanPermit	11/10/2024	Springvale North
PLN24/0278	PlnAppVic	Yes	60 Drummond Circuit SPRINGVALE SOUTH VIC 3172	Rerona Family Homes Pty Ltd	Buildings and Works (Dwelling) VICSMART	Neighbourhood Residential 1 Zone, 302sqm	Delegate	PlanPermit	07/10/2024	Keysborough
PLN24/0283	PlnApp	No	933-935 Heatherton Road SPRINGVALE VIC 3171	Cadcon Enterprises Pty Ltd	Subdivision of the land into ten (10) lots SPEAR	Residential	Delegate	PlanPermit	22/10/2024	Springvale Central
PLN24/0289	PlnApp	No	Dandenong Market 16-46 Cleeland Street DANDENONG VIC 3175	Abdul's Market Fresh	To display illuminated and non-illuminated business identification signage DECLARED AREA	No response to further information request	Delegate	Lapsed	08/10/2024	Dandenong

ATT 2.2.3.1 Planning Delegated Decisions Issued – October 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN24/0293	PlnApp	No	7/64 Willow Avenue SPRINGVALE VIC 3171	M Gorman	Use of the land to sell liquor (remote seller's packaged liquor licence)	Proposal fails to comply with Clause 52.27 (Licensed Premise) and Clause 65	Delegate	Refusal	17/10/2024	Springvale North
PLN24/0295	PlnApp	No	8-10 McCrae Street DANDENONG VIC 3175	RNJ Foods Pty Ltd	Licensed Premises DECLARED AREA	No response to further information request	Delegate	Lapsed	04/10/2024	Dandenong
PLN24/0302	PlnApp	No	7/171-173 Cheltenham Road DANDENONG VIC 3175	O Alsharbati	Change of Use (Indoor Recreation Facility - Pool Hall)	Industrial 1 Zone	Applicant	Withdrawn	10/10/2024	Dandenong
PLN24/0306	PlnApp	No	19 Fifth Avenue DANDENONG VIC 3175	Jova Drafting Consultants Pty Ltd	Development of the land for three (3) double storey dwellings	No response to further information request	Delegate	Lapsed	17/10/2024	Yarraman
PLN24/0309	PlnApp	No	1/1 Davidson Street SPRINGVALE VIC 3171	MD Lotrean	Subdivision of the land into three (3) lots SPEAR	Residential	Delegate	PlanPermit	04/10/2024	Springvale North
PLN24/0310	PlnApp	No	Shop 279-281 Springvale Road SPRINGVALE VIC 3171	Media Circus (Vic) Pty Ltd	Development of an electronic major promotion sky sign	Proposal does not meet objectives of Clause 22.10, Clause 22.11, Clause 43.02, Clause 52.05-8, Clause 65 and Springvale Activity Centre Structure Plan (2017).	Delegate	Refusal	14/10/2024	Springvale Central

ATT 2.2.3.1 Planning Delegated Decisions Issued – October 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN24/0311	PlnApp	No	8 Bridge Road KEYSBOROUGH VIC 3173	Media Circus (Vic) Pty Ltd	To display an electronic major promotion sky sign	Proposal fails to comply with Clause 52.05, Clause 22.11-3.2, Clause 22.11-3.5, Clause 52.05 and Clause 21.05	Delegate	Refusal	07/10/2024	Noble Park
PLN24/0314	PlnAppVic	Yes	1/149 Carlton Road DANDENONG NORTH VIC 3175	Architekton Ltd	Subdivision of the land into two (2) lots VICSMART	Residential	Delegate	PlanPermit	21/10/2024	Dandenong North
PLN24/0324	PlnApp	No	2 Luxford Court SPRINGVALE VIC 3171	Nam Xuan Hong & Thi Thu Trang Ho	Subdivision of the land into eight (8) lots SPEAR	Residential	Delegate	PlanPermit	09/10/2024	Springvale Central
PLN24/0325	PlnAppVic	Yes	1A Harrison Drive NOBLE PARK VIC 3174	Veris Australia Pty Ltd	Subdivision of the land (boundary realignment) SPEAR VICSMART	Residential	Delegate	PlanPermit	11/10/2024	Noble Park
PLN24/0341	PlnAppVic	Yes	50 Drummond Circuit SPRINGVALE SOUTH VIC 3172	Meticon Homes	Development of the land for a dwelling on a lot within Special Building Overlay VICSMART	Neighbourhood Residential 1 Zone, 367sqm	Delegate	PlanPermit	16/10/2024	Keysborough
PLN24/0354	PlnApp	No	140 David Street DANDENONG VIC 3175	Nilsson Noel & Holmes (Surveyors) Pty Ltd	Subdivision of the land into three (3) lots SPEAR	Residential	Delegate	PlanPermit	24/10/2024	Cleeland

ATT 2.2.3.1 Planning Delegated Decisions Issued – October 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN24/0357	PlnApp	No	304-322 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	4Site Engineering	Buildings and works (Extension to existing Industrial building, sheds and associated works) and a waiver of one (1) bicycle space	Industrial 1 Zone	Delegate	PlanPermit	30/10/2024	Dandenong
PLN24/0361	PlnApp	No	10 Lucian Avenue SPRINGVALE VIC 3171	360 Land Solutions	Subdivision of the land into five (5) lots SPEAR	Residential	Delegate	PlanPermit	29/10/2024	Springvale North
PLN24/0366	PlnAppVic	Yes	181-183 Lonsdale Street DANDENONG VIC 3175	Dostan Restaurant Pty Ltd	Building and Works (facade alterations) DECLARED AREA (VICSMART)	Comprehensive Development 2 Zone	Delegate	PlanPermit	22/10/2024	Dandenong
PLN24/0375	PlnAppVic	Yes	6 Balkan Court DANDENONG NORTH VIC 3175	Nobelius Land Surveyors Pty Ltd	Subdivision of the land into (2) lots SPEAR VICSMART	Residential	Delegate	PlanPermit	09/10/2024	Springvale South
PLN24/0377	PlnAppVic	Yes	18 Princes Highway DANDENONG VIC 3175	Five Squared Developments Pty Ltd	Construct buildings and works, in accordance with the endorsed plans DECLARED AREA (VICSMART)	Comprehensive Development 2 Zone	Delegate	PlanPermit	14/10/2024	Cleeland
PLN24/0382	PlnAppVic	Yes	90 Jesson Crescent DANDENONG VIC 3175	Bayside Premier Homes Pty Ltd	Development of the land for one (1) dwelling VICSMART	Under Clause 32.08-5, a permit is not required as the site is over 300sqm	Delegate	NotRequire	10/10/2024	Cleeland

ATT 2.2.3.1 Planning Delegated Decisions Issued – October 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN24/0383	PlnAppVic	Yes	12 Waranga Street DANDENONG NORTH VIC 3175	A Supljeglav, S Supljeglav, B Supljeglav, T Supljeglav	Subdivision of the land into two (2) lots SPEAR (VICSMART)	Residential	Delegate	PlanPermit	16/10/2024	Dandenong North

64



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 PROCUREMENT

4.1.1 2425-01 Sportsground Lighting and Associated Infrastructure (Multiple Sites)

Responsible Officer:	Executive Director City Futures Deputy Director Chief Engineer & Major Projects
Attachments:	1. CONFIDENTIAL REDACTED - Contract No 2425 01 Sports Ground Lighting Associated Infrastructure Multiple Sites Att [4.1.1.1 - 2 pages] This report contains an attachment which is deemed confidential under s 3(1)(a) of the <i>Local Government Act</i> 2020. It contains council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

Purpose

1. This report details the tender process undertaken to select suitably qualified and experienced contractors for **Sportsground Lighting and Associated Infrastructure (Multiple Sites)** across the Municipality.

Officer Recommendation

That Council:

1. AWARDS Contract No: 2425-01 Sportsground Lighting and Associated Infrastructure (Multiple Sites) totalling One Million, Three Hundred and Six Thousand, Seven Hundred and Seventy-Six Dollars and Sixty-Five Cents (\$1,306,776.65) inclusive of GST to:

- Commlec Services Pty Ltd ABN 48055185718 for \$478,201.49;
- Eco Electrical Services Trust ABN 93101239118 for \$471,201.66; and
- Wallgates Pty Ltd ABN 27096477842 for \$357,373.50.

2. AUTHORISES the Chief Executive Officer to execute the contract agreements, and any associated documentation with the above contractors.

Executive Summary

2. This report recommends that Council awards Contract No: 2425-01 Sportsground Lighting and Associated Infrastructure (Multiple Sites) to the following contractors for the total cost of One Million, Three Hundred and Six Thousand, Seven Hundred and Seventy-Six Dollars and Sixty-Five Cents (\$1,306,776.65) inclusive of GST of \$118,797.88:

- Commlec Services – Lois Twohig Reserve (Oval 1) \$258,930.49 and George Andrews Reserve (Western Pitch) \$219,271.00 totalling \$478,201.49;
- Eco Electrical Services Trust – Tirhatuan Park (Rosswood Tennis Club) \$207,284.25 and Thomas Carroll Reserve (Western Oval) \$263,917.41 totalling \$471,201.66; and
- Wallgates Pty Ltd – Greaves Reserve (Oval 4) \$357,373.50.

The is a lump sum-based contract. Council will achieve a saving of \$28,750.00 by awarding the works across three (3) contractors.



Background

3. This project is for the renewal and upgrade of a number of sportsground lighting and associated electrical infrastructure projects at various sporting facilities. The existing lighting systems have reached the end of their useful life expectancy and are no longer fit for purpose. The new lighting systems will be built to the appropriate current Australian Standards for the level of sport played at the various facilities.
 - Tirhatuan Park (Rosswood Tennis Club)
 - Greaves Reserve (Oval 4)
 - Lois Twohig Reserve (Oval 1)
 - Thomas Carroll Reserve (Western Oval)
 - George Andrews Reserve (Western Pitch)
4. Council reserved the right to award this contract as a whole to one contractor or as separable portions to multiple contractors.

Tender Process

5. This tender was advertised in The Age newspaper and on Council's website on Saturday 13 July 2024 and at the close of tenders at 2:00PM Thursday 15 August 2024, nine (9) tender submissions were received as follows:
 - Ace Contractors Group P/L - ABN: 30007256242
 - Commlec Services P/L – ABN: 48 055 185 718
 - D & A Lighting Systems – ABN: 76110928839
 - Elec-Trix Contractors P/L T/A Teoma Group – ABN: 91109743008
 - Lowe Group Australia P/L – ABN: 89151067195
 - Soccio Electrical Services P/L – ABN: 77005882379
 - Eco Electrical Services Trust – ABN: 93101239118
 - Utility Solutions Group P/L – ABN: 67634493333
 - Wallgates P/L – ABN: 27096477842
6. Tenderers were required to be registered with Rapid Global (Council's Workforce Management Software – Health and Safety Compliance) prior to the tender closing date at risk level one (1).



Tender Evaluation

7. The evaluation panel consisted of Council's Project Manager - Open Space, Coordinator Open Space Projects, and Coordinator Procurement.
8. The tenders were evaluated using Council's Weighted Attributed Value Selection Method. The advertised evaluation criteria and the allocated weightings for evaluation are as follows:

	Evaluation Criteria	Weighting
1.	Tender Price/Rate	45%
2.	Relevant Experience	20%
3.	Capability & Resources	20%
4.	Social Procurement	5%
5.	Local Industry	5%
6.	Environmental Management	5%
7.	OH&S Systems	Pass/Fail
8.	Environmental Management Systems	Pass/Fail

9. The Evaluation Criteria 1-6 are given a point score between 0 (Not Acceptable) and 5 (Excellent) as detailed in the following table. Tenders were ranked by panel members against each criterion. Points were awarded on a scale of 0 to 5 based on the score parameters listed below.

Score	Description
5	Excellent
4	Very Good
3	Good, Better than Average
2	Acceptable
1	Marginally Acceptable (Success Not Assured)
0	Not Acceptable

10. Evaluation Criteria 7 and 8 are given a Pass or Fail via Rapid Global (Council's Workforce Management Software – Health and Safety Compliance).
11. Each submission was assessed against all the evaluation criteria, to ensure that the tenderers met the standards and conditions required for Council contractors. A failure in any criterion would automatically exclude tenderers from further consideration for this contract. The weighted attribute points and scores resulting from the assessment are shown in the confidential attachment.
12. The tender submission received from Lowe Group Australia P/L was deemed Non-Conforming as no Council tender schedules were completed and returned with the tender submission.
13. At the completion of the tender evaluation process described above, the evaluation panel agreed that the tender submissions from Commlec Services Pty Ltd - ABN 48055185718, Eco Electrical Services Trust - ABN 93101239118 and Wallgates Pty Ltd - ABN 27096477842 would provide the best value for money outcome for Council for the works.



14. Relevant Experience/Track Record:

- **Commlec Services Pty Ltd**
Over 26 years' experience, accreditation to HSEQ 4081
Various projects completed for City of Greater Dandenong
- **Eco Electrical Services Trust**
Over 21 years' experience, accreditation Clean Energy Council
Various projects completed for City of Greater Dandenong
- **Wallgates Pty Ltd**
Over 21 years' experience, accreditation NECA (National Electrical and Communication Association)
Various projects completed for City of Greater Dandenong

15. The evaluation matrix and other supporting documents have been placed on the relevant tender file.

Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

16. This item does not have an impact on existing human resources.

Financial/Asset Resource Implications (consider Service Statements, Budget, Long Term Financial Strategy and Asset Plan)

Operating Budget Implications

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

Asset Implications

18. This item increases/decreases the use of council assets. The ongoing maintenance costs have been assessed and included in operating and resource costings.

Legal/Risk Implications

19. There are no legal / risk implications relevant to this report.

Environmental Implications

20. On going power consumption will be reduced because of the new LED energy efficient light fittings

Community Consultation

21. There was no requirement for community consultation.

Links to Community Vision, Council Plan, Strategy, Notice of Motion

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

- Not Applicable

23. 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

24. 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*.

Social Procurement

25. **Commlec Services Pty Ltd- ABN 48055185718** have indicated that they have an apprenticeship program in place, currently employing four (4) apprentices, they are also considering taking on an additional apprentice from the local community. Commlec currently employ four (4) staff members from the Greater Dandenong area. Commlec have a Social Responsibility Policy. Commlec use the HSEQ-PRO-004 – Anti-Discrimination-Harassment-Prevention-Policy and Procedures. They are a bronze sponsor of the Coburg Football Club on an annual basis and provide other support for sporting clubs throughout Melbourne.
26. **Eco Electrical Services Trust - ABN 93101239118** have indicated that they currently employ ten staff which includes two apprentices. Over 90% of their staff are from the Dandenong region. As a local business Eco Electrical strive to provide support to other local businesses and as such utilise a vast network of reliable local suppliers & manufacturers to source high quality materials from. Eco Electrical work with local businesses such as Middy's, AWM, Rexel and Manlift, where they purchase their products required for service delivery. Eco Electrical have adopted an inclusive and diverse recruitment process which is critical in ensuring that disadvantaged groups are recruited and supported in the workplace. They also offer flexible working arrangements for all employees to greater support the often varied and challenging backgrounds of their workforce candidates.
27. **Wallgates Pty Ltd - ABN 27096477842** currently employ five (5) registered apprentices and have consistently taken on at least one (1) new apprentice every 12 months. Their company presence with the Municipality may open up more opportunities for local community employment opportunities. Out of the five (5) registered apprentices three (3) are adult (older) apprentices and one has recently converted from School Based apprenticeship. On a term-by-term basis, Wallgates also liaises with numerous partnered Local Learning and Employment network providers to place suited VCAL and or Work Experience candidates. Wallgates have a Corporate Social Responsibility Statement Plan.



Local Industry

28. **Commlec Services Pty Ltd- ABN 48055185718** are a business operating from a primary office in Mt Waverley with a secondary office located in Noble Park employing four (4) staff residing within the Greater Dandenong Council boundary. Commlec Services have indicated an estimated 37% of the total contract value will be spent as local content, including labour, materials, plant, and supervision.
29. **Eco Electrical Services Trust - ABN 93101239118** are a business operating from Dandenong employing ten (10) staff residing within the Greater Dandenong boundary. Eco Electrical Services have indicated an estimated 76% of the total contract value will be spent as local content, including labour, materials, plant, and supervision.
30. **Wallgates Pty Ltd - ABN 27096477842** are a business operating from Rowville. Wallgates have indicated an estimated 15% of the total contract value will be spent as local content, including labour, materials, and plant.



4.2 POLICY AND STRATEGY

4.2.1 Quarterly Performance Report July - September 2024

Responsible Officer: Executive Manager Strategy Growth & Advocacy
Attachments: 1. Council Quarterly Performance Report Q 1 2024-25
[4.2.1.1 - 90 pages]

Officer Recommendation

That Council APPROVES the Q1 FY25 Quarterly Performance Report for public release (per Attachment 1), which outlines Council's progress against the performance targets outlined in the Council Plan 2021-25 for the period 1 July to 30 September 2024 and the Financial Report for the period 1 July to 30 September 2024.

Executive Summary

1. The 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.

Background

2. Council formally adopted the Council Plan 2021-25, Annual Plan 2024-25 and Budget 2024-25 on Monday 24 June 2024.
3. 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.
4. The Council Plan 2021-25, Annual Plan 2024-25, and Budget 2024-25 are made available to residents through the Customer Service Centres, libraries and on Council's website at www.greaterdandenong.vic.gov.au



Key Issues and Discussion

5. The Quarterly Performance Report provides a summary of key highlights for the quarter against the Council Plan, Budget, Reshaping Greater Dandenong report and the capital works program.
6. Progress against performance targets is outlined in the following components of the attachment to this report:
7. 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 2024.
8. Part B – The Financial Report is designed to inform Councillors of the results of operations for the period 1 July 2024 to 30 September 2024. The Original Budget information contained in the report is the budget approved by Council on 24 June 2024.
9. 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

Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

10. This item does not have an impact on existing human resources.

Financial/Asset Resource Implications (consider Service Statements, Budget, Long Term Financial Strategy and Asset Plan)

Operating Budget Implications

11. The financial position of the Council will be monitored against the approved Amended Budget to ensure that Council achieves its financial goals.
12. For the three months ended 30 September 2024, Council achieved a surplus operating result of \$23.31 million which is \$4.85 million better than the year-to-date budget. The main factors contributing to this result comprise favourable variances in:
13. Income (\$1.55 million favourable) - Higher than anticipated supplementary rates (\$505,000), interest returns on investments (\$341,000) and contributions - monetary (\$381,000).
14. Operating expenditure (\$3.3 million favourable) – Mainly due to lower than anticipated materials and services (\$1.51 million) and employee costs (\$1.34 million) to date. More detailed variance explanations are included in the body of this report.



Capital Implications

15. Year-to-date capital expenditure is \$7.25 million which is \$1.04 million unfavourable compared to the year-to-date budget, representing 6% of the full year Amended Budget. There are also \$13.8 million in commitments (open purchase orders) on 30 September.
16. The unfavourable variance mainly relates to an unbudgeted property acquisition in Blissington Street, Springvale acquired for open space purposes. This is a strategic decision which will be funded by a transfer from the Open Space Acquisitions reserve and will be reflected in the Mid-Year Budget review

Legal/Risk Implications

17. There are no legal / risk implications relevant to this report.

Environmental Implications

18. There are no environmental implications relevant to this report.

Community Consultation

19. There was no requirement for community consultation.

Links to Community Vision, Council Plan, Strategy, Notice of Motion

20. 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.
21. 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

22. 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*.
- Related Council Policies, Strategies or Frameworks.



Quarterly Performance Report

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



Q1 2024-25





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

45
Part B: Financial Report

Message from the CEO



2024-25 brings many new and exciting opportunities for Greater Dandenong City Council.

As we enter a new financial year and the next Local Government election cycle I would like to thank all of our 2020-24 Councillors for their service to the community. Their commitment to our municipality has seen many wonderful achievements over the past four years from capital works projects, to improved service delivery, and successful advocacy efforts.

After the election in October we will welcome a newly elected Council and Mayor by mid November. I look forward to working with Councillors who are returning and those who are elected for their first term. This is an exciting time for us as an organisation with newly elected representatives and the development of a new Council Plan to shape our strategic direction for the next four years.

We have now commenced the final year of our current Council Plan 2021-25 and continue to make great progress against our strategic objectives and key priorities in Q1 with 87 per cent on track and four per cent already complete.

Highlights for the period July – September include:

- Council's Annual Report was completed which highlights our key achievements for 2023-24 and provides transparency on Council's performance and financial position.
- The broad community engagement process for our new Council Plan was completed with over 3,000 community members providing us with their ideas and aspirations for the next four years.
- Council endorsed a new Strategic Advocacy Framework which directs our efforts towards other levels of government and organisations to secure funding and investment opportunities and influence policy reforms for the benefit of our whole community.
- The Keysborough South Community Hub construction is progressing well with roofing completed and solar panel installation underway. This project is still on track for completion in 2025.
- Major festivals and events continued with another fantastic Springvale Snowfest attracting 30,000 people.

The next quarter will be a busy one with many Councillor induction activities and planning for 2025.

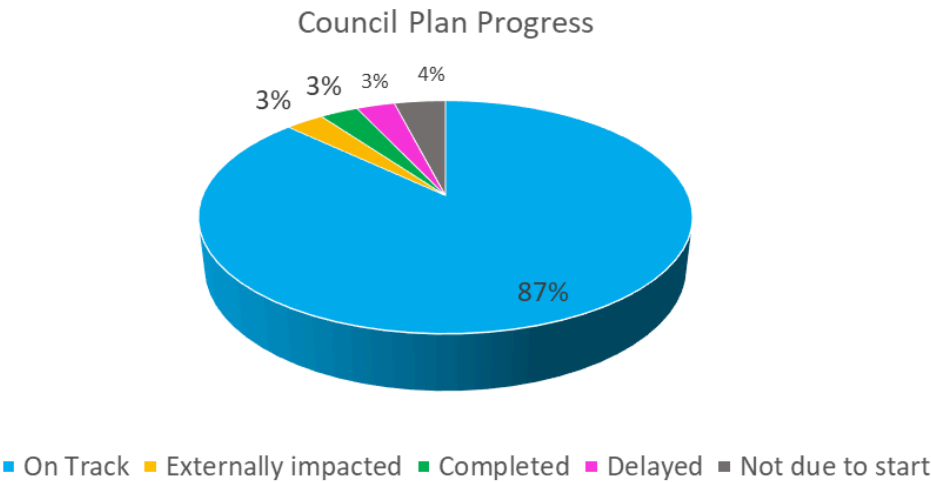
If you have feedback or suggestions to enhance our community reporting, please don't hesitate to contact me at council@cgd.vic.gov.au or 03 8571 1000.

CEO, Jacqui Weatherill

Performance Summary

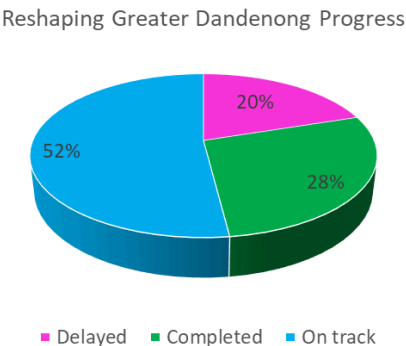
Council Plan Progress

The Annual Plan 2024–25 outlines Council’s key activities to deliver on the Council Plan 2021–25. At the end of Q1, 87 per cent of the actions are on track for the financial year, 4 per cent completed and a small number delayed. 3 per cent of actions continue to be affected by external factors such as government reforms and planning decisions.



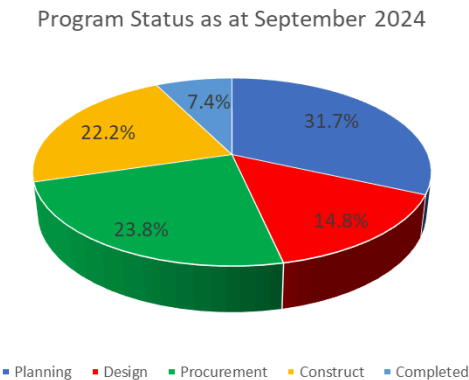
Reshaping Greater Dandenong

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



Capital Works Program

Over 70 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. Below’s graph highlights the number of projects by status.



Highlights



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

- The results of the external audit undertaken by the Commonwealth Aged Care Quality and Safety Commission confirms that Council is providing a quality service to our frail aged residents by meeting all eight standards. This is a substantial achievement as the latest quarterly report from the Aged Care Quality and Safety Commission shows that compliance for in-home services now stands at only 65 per cent.
- The 2024-25 Community Safety Strategic Framework was presented to Councillors in September 2024. This Framework provides a clear roadmap for enhancing community safety across Greater Dandenong, promoting collaboration with cross-sector partners, and aligning with Council's long-term priorities.
- Over 350 people participated in activities run as part of the Make Your Move Activity Strategy including an NRL Holiday Clinic, Self defense sessions, and healthy eating session as part of the Dads Group at Springvale Community Hub.



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

- Two significant community surveys were recently conducted: the Library Annual Survey and the Arts, Culture and Entertainment Survey. Preliminary results have confirmed the vital role that Council's libraries and arts and culture services play within the community. Respondents reported feeling welcomed and included when visiting libraries and cultural venues, highlighting the ongoing positive impact of these services.
- Festivals and Events delivered four major events:
 - Springvale Snow Fest (engaging 30,000)
 - Little Day Out (engaging 5,500)
 - Greater Dandenong Children's Festival (engaging 1,442), and
 - Deckchair movies (engaging 175).
- Over 50 community organisations and grass-root groups are now helping to promote the 'Back Your Neighbour' campaign through support of the Mayoral Taskforce.
- 227,413 people visited the Springvale and Dandenong Libraries.

Highlights



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

- \$1,647,000 has been secured through advocacy for the delivery of a path on Fowler Road, Dandenong South following completion of the Progress Street Level Crossing Removal.
- The Railway Parade, Dandenong road safety project is complete with raised platforms and a crossing.
- The review of the Dog Off Leash Strategy has commenced.
- The project brief for the Dandenong Market Precinct masterplan has been finalised and a tender process will be undertaken to appoint a suitable consultant to deliver the works.
- Public space activation activities were held including Dandy's Got Talent, Volleyball tournament at Dandenong Stadium, and the Libraries Children's Book Week event.
- The development of a revised Housing Strategy has commenced.



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

- Several 'Plastic Free July' events were held aimed at reducing landfill waste by promoting plastic free alternatives.
- Grant funded programs such as Living Links, Our Catchment, Our Communities and the Peri-urban weed management partnership were all conducted as part of Council's Biodiversity Action Plan implementation.
- Community consultation was undertaken in July and August to inform the development of the draft master plans for Lois Twohig Reserve and Spring Valley Reserve.
- Council has entered into an agreement with Maryvale EfW Project Co Pty Ltd which will see them convert Council's waste into energy for 25 years from 2029.

Highlights



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

- On 13 August an information session was held in Springvale to inform food businesses of training required for owners and staff. Chisholm Institute attended to showcase their training options. This was a highly successful event with over 70 people in attendance.
- 150 secondary students attended the 19th Lunch with the Winners held in partnership with SELLEN on 3 September. This event brings together school students and industry representatives to connect and enhance student's employment opportunities.
- Five free workshops were delivered to support new and established small business entrepreneurs. Through workshops delivered in collaboration with Transcend and the Melbourne Innovation Centre, Council was also able to connect businesses with mentoring opportunities funded by the Federal Government.



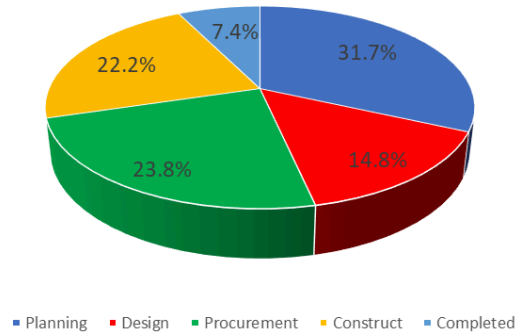
Strategic Objective 6: A Council that demonstrates leadership and a commitment to investing in the community

- Council's capital works spending was \$7.3m at the end of September with a further \$13.8m committed. This is 17.2 per cent of the 2024-25 budget.
- A decorative LED lighting upgrade program in central Dandenong is 50 per cent complete.
- The wider community engagement process for the new Council Plan 2025-29 was completed. The Our City, Our Future Community Panel process will commence in October which involves a group of 40 randomly selected community members deliberating over four days to help Council prioritise its activities for the next four years.
- Child Safety continues to be a priority for Council with the recruitment of a Child Safety Compliance Officer.
- Training has commenced on psychosocial education and building mentally healthy workplaces to increase awareness and help staff identify hazards.

Capital Works Summary

Project Updates

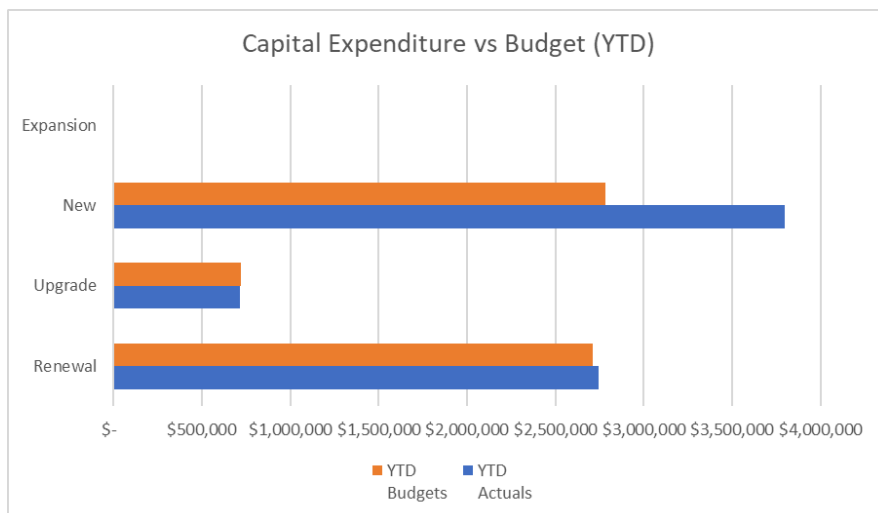
Program Status as at September 2024



- Keysborough South Community Hub – Construction works continue and the external block work is now complete. Window and solar panel installation is underway and internal wall framing continues.
- Dandenong Wellbeing Centre – The Design for the DWC facility has been completed. The project is currently in the procurement phase.



Expenditure

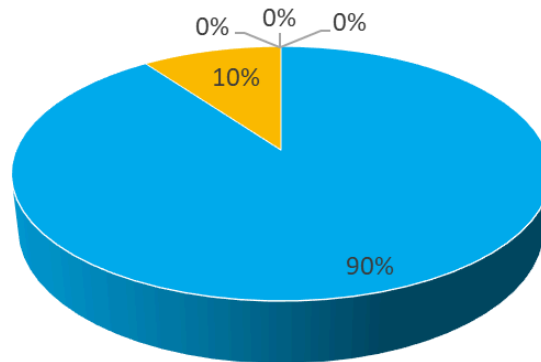


Year-to-date capital expenditure is \$7.25 million which is \$1.04 million unfavourable compared to the year-to-date budget, representing 6% of the full year Amended Budget. There are also \$13.8 million in commitments (open purchase orders) on 30 September. 9

Part A:





Annual Plan and Reshaping Greater Dandenong Progress




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







■ On Track ■ Externally impacted ■ Completed ■ Delayed ■ Not due to start





Action	Comment	Progress
Deliver programs, activities, and events within the Make Your Move Physical Activity Strategy (MYMPA)	<p>Activities included:</p> <ul style="list-style-type: none"> • Healthy Eating session as part of the Dads Group at Springvale Community Hub partnering with Monash Health – 40 participants • Self Defense sessions for Council staff across three different sites, delivered by Shukokai Karate Dojos Keysborough – 120 participants. • Make Your Move Zone at Little Day Out event. 9 Sports clubs/associations engaged to run activations. Event attendance was over 5,000 people. • NRL Holiday Clinic for children aged 5-12 years old – 16 participants. • Youth Badminton School Holiday Program – 25 young people 	●
Continue to implement the VicHealth Local Government Partnership health promotion modules by collaborating with key internal and external stakeholders	<p>Engagement with partners included:</p> <ul style="list-style-type: none"> • Six VicHealth Leading Healthy Communities Funding Meetings • A Food Systems in South East Network Meeting • A workplan on alternatives to Food Industry Voluntary Self-regulation and Marketing to Children was submitted to VicHealth. 	●

Action	Comment	Progress
Increase and promote meaningful volunteering opportunities within Council and recruit, support and recognise Council volunteers	<ul style="list-style-type: none"> • Five program service update meetings were held to acknowledge volunteers work, provide opportunity for volunteer's feedback, and provide program service updates • One training session was held on Safe Driving and road laws updates • New promotional flyers were developed to source additional volunteers for Meals on Wheels and are on display in Libraries and Customer Service • Seven new volunteers were recruited, onboarded and engaged 	
Implement Council's decision on its future in aged care and disability services following the 2024 review	There have been further delays in the Commonwealth Government enacting the new Aged Care Act, which regulates how Government will respond to the issues facing older people, aged care providers, workers, and the broader sector in the redesign of the aged care service system including the Support at Home Program. The new Aged Care Act is now expected to commence from 1 July 2025. Council officers will continue to closely monitor the proposed changes to the Aged Care System and provide updates to Council on the implications of the proposed changes.	
Actively collaborate with the Orange Door and Southern Area Family Partnership to support vulnerable families to address/ prevent family violence	Youth and Family Services meet weekly with the Orange Door. Governance meetings are also in place for the area Family Partnership on a six weekly basis and in addition family support are represented in sub groups to continue to build the service system. These groups include Operations Group focus; Southern Melbourne Family Violence Regional working group, Aboriginal and Torres Strait Islander Family working group; Alliance Information Sharing working group; Alliance School Refusal and transitions working group. All sub groups run every six weeks.	
Implement the Youth and Family Services Strategy year four and five action plans	The Youth and Family Services Strategy is on track and delivering on the key areas of Lead and Advocate, Engaged and Valued, Learn and work, Health and Wellbeing and Safe and Inclusive	
Implement Year Four of the Children's Plan	Year 4 actions are being implemented.	

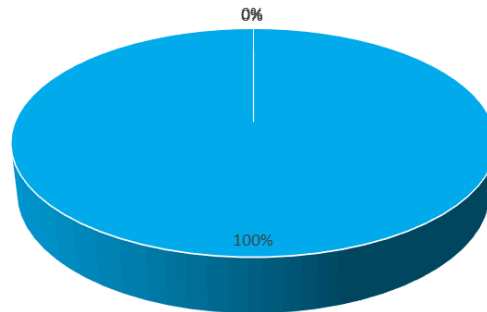
Action	Comment	Progress
<p>Provide information and support to local residents with a disability and their families to successfully find the necessary supports to assist them to actively participate in community life including employment opportunities, how to access the NDIS and support for carers</p>	<p>The Home and Community Care Program for Younger People (HACC-PYP) and Linkages assessment services have provided individual support for people to access services and the NDIS. Presentations to community groups, GP clinics, health services and through outreach activities have provided education and resources to agencies that can refer people with a disability to access supports. Peer support activities in conjunction with the libraries including the Chronic Pain Support Group, and carer support activities, including the Carers Walk, have ensured that information is distributed and people with a disability, their families and carers are supported.</p>	
<p>Support the mental and physical health of young people through the co-design of health promotion campaigns including positive body image, this girl can, youth mental health and transitions programs and service referrals to vulnerable young people.</p>	<p>Activities included:</p> <ul style="list-style-type: none"> • Filtered Body Image Project: This initiative was co-designed with local secondary school students and design students from Chisholm Institute to create an awareness campaign addressing the negative impact social media has on young people's identity and self-esteem. • LGBTIQ+ education and engagement activities at local secondary schools for Wear It Purple Day and International Day Against Homophobia, Biphobia, Intersex Discrimination and Transphobia. • RUOK Day engagement activities at local secondary schools. • Youth and Family Services designed social media content to support the mental and physical health of young people. • Youth Services team provided individual support and service referrals were made for young people. <p>Total contacts = 2,039</p>	
<p>Work with the Alliance for Gambling Reform to implement initiatives that reduce the level of gambling harm</p>	<p>Data concerning gambling machine numbers and density, gambling losses, venue support for the community, and trends in online and sports gambling was prepared for use by Council and to guide the work of the Alliance for Gambling Reform, of which Council is a financial and founding partner. Council approval was given for a further three years' funding to support the Alliance. Planning is underway for collaboration with Gambler's Help Southern in informing the community about gambling harms and sources of assistance.</p>	

Action	Comment	Progress
Promote gender equity and support and implement initiatives to address and prevent family violence within the municipality	Planning of the 2024 Greater Dandenong Walk Against Family Violence is underway. Council continues to support Women's Health in the South-East in promoting gender equality and professional development activities. Data concerning social conditions, gender equity and family violence, has been provided to WHISE and other agencies to support their program development, preparation of submissions and advocacy. Social media posts are being prepared about gender equality and prevention of violence against women and a draft brochure and resource cards have been prepared for review and editing.	
Proactively deliver and support initiatives that raise young people's awareness of harmful alcohol, vape/tobacco and other drugs use including social media campaigns, school and community workshops on the impacts of vaping, drugs and alcohol, and party safe.	Youth and Family Services delivered Party Safe and Vaping awareness workshops in local secondary schools that increased young people's awareness of harmful alcohol, vape/tobacco and other drugs use. Social media content was designed to educate young people about the harms of alcohol, vape/tobacco and other drugs. Total contacts = 1,813	
Educate and promote alcohol regulations at community based events within the city and work with Victoria Police on enforcement	Local Laws continue to educate at CGD events by word of mouth.	

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	Through the Dandenong Zero Project Council is working with homelessness agencies Launch Housing, Wayss and other local support groups to support people experiencing rough sleeping homelessness into suitable long-term housing. The construction of the four-unit accommodation on Council owned land at 10 Market Street Dandenong is progressing well. When complete these units will be managed by Wayss and used to accommodate women and their children experiencing homelessness into secure transitional housing. A cross departmental internal housing working group has been formed to coalesce efforts to facilitate construction of more social and affordable housing within the municipality.	
Complete the Keysborough South Community Hub Strategy and develop an Action Plan	The draft Keysborough South Community Hub Strategic Plan has been revised following community consultation and is due to Council for endorsement once the new Council has been elected. Work has commenced on the development of a Draft Action Plan for the hub.	
Implement the Springvale Community Hub Action Plan	The delivery of the Springvale Community Hub Action Plan continues, with key highlights including: <ul style="list-style-type: none"> • Delivery of additional creative programs and exploration of a makerspace program for the community • Preparation for the 2025 calendar of events and programs • Connecting with additional schools and community groups to explore partnership / program opportunities. 	
Improve the lives of those experiencing poverty in our community through implementation of Council's Anti-Poverty Strategy and the 'Poverty is everyone's business' advocacy campaign	The rising cost of living and lack of affordable housing is significantly affecting the community. Anti-poverty Consortium members continue to report high numbers of people requiring assistance without enough resources available to assist everyone. Council have been engaging with Tanck to develop Collateral for the Anti-poverty advocacy campaign which will recommence in November. Two events are planned in October, a pop-up drop-in center and an additional meal for the homeless. Foodbank are holding three additional farms to family events at Springvale Hub in the coming months to bring additional food relief to the community.	





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 collaborated with the Department of Health, Monash Health, Women's Health in the South East, the South East Public Health Unit and other health stakeholders within the local prevention system to improve the strategic planning of local health and wellbeing priorities. This included identifying local health priorities and promoting community engagement opportunities to inform the upcoming Council Plan 2025–29 (including Municipal Public Health and Wellbeing Plan).	
Create safer spaces and improve actual and perceived levels of community safety within the municipality	The Community Safety Strategic Framework, was presented to Council in September and outlines Council's 12 month vision and actions. This framework is the first step in determining priorities and tackling safety issues, promoting social connection, and addressing underlying risk factors. The CCTV Renewal Project is a critical element in the commitment to improving community safety. Scoping has commenced and will be spread over 2024–26. This will enhance both the actual and perceived safety in key locations across the municipality. Partnerships with police are also seeing significant action, particularly with advocacy for the neighbourhood policing model. Council continues to be actively involved in networks and alliances focused on tackling homelessness, solidifying our collaborative efforts across sectors and within Council.	
Develop the Domestic Animal Management Plan 2025–29	The 2021–25 DAMP is currently under review. Development of the 2025–29 DAMP has not yet commenced.	
Update Council's Local Law to ensure adequate management of community safety and public amenity issues	Updating Local Law policies including CCTV has commenced.	




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



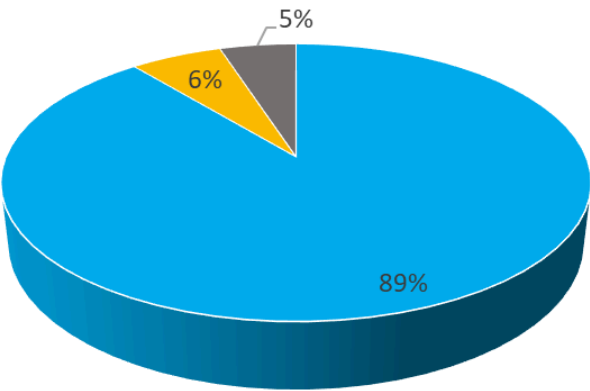
■ On Track ■ Externally impacted ■ Completed ■ Delayed ■ Not due to start

Action	Comment	Progress
Deliver a range of major festivals, events and programs across the City which celebrate the diversity of cultures within our community including New Years Eve, Snow Fest and Keysborough Big Picnic	<p>Four major festivals, events and programs across the city were delivered, including Springvale Snow Fest (engaging 30,000), Little Day Out (engaging 5,500) and the first weeks of Greater Dandenong Children's Festival (engaging 1,442), and Deckchair movies (engaging 175).</p> <p>Support was provided on event applications for 42 community events and 19 council events in planning and delivering festivals and events across the municipality. This includes 57 completed events and four events that were cancelled, postponed, or changed during the event permit process.</p>	●
Support and promote LGBTQIA+, anti-racism and gender equitable initiatives throughout the community.	<p>The establishment of the LGBTQIA+ Advisory Committee has progressed with the development of the Terms of Reference, which were also informed by a series of community engagement activities e.g. focus group sessions and one-to-one interviews. Following the endorsement of the ToR, an Expression of Interest was advertised via Council communication channels for interested community members and organisations to apply for membership. Council Officers are currently reviewing the 11 applications.</p> <p>Council Officers have also been supporting the Anti-Racism Support Network in its next stage to becoming an independent, community-led, network.</p>	●

Action	Comment	Progress
Support and advocate for the rights of people seeking asylum and refugees as part of the 'Back Your Neighbour' campaign	Council's 'Back Your Neighbour' campaign continues to advocate for the rights of people seeking asylum and refugees. The campaign Taskforce is preparing for a pre-Federal election campaign, focusing on work rights, expanding basic support for people seeking asylum and resolving the visa status of those subjected to the 'Fast Track' process. The Taskforce is growing its community supporter network with over 50 community organisations and grass-root groups helping promote the campaign petition.	
Promote reconciliation by continuing ongoing consultation with Bunurong Land Council and the wider local Aboriginal community to develop Council's next Reconciliation Action Plan (RAP) and begin implementation of its actions.	Council has developed a draft community engagement plan for redevelopment of the Innovate Reconciliation Action Plan (RAP), including the advertising of a RAP reference group to support its redevelopment. Consultation with Bunurong Land Council has commenced about the RAP and community engagement plan. The RAP Governance structure is also in development. NAIDOC funded projects are close to completion, with one final activity to be delivered before the end of October. Over 15,000 community members attended the NAIDOC Dandenong Market and Makers Market celebration.	
Develop a municipal wide Community Infrastructure and Service Plan aligned with Council's Strategy Framework	Service Planning and updating of the Asset plan has commenced.	
Complete construction of the Keysborough South Community Hub	<ul style="list-style-type: none"> • Construction on site is progressing well. • External and internal framing has been erected, roofing has been completed. • Blockwork, services rough in, solar panel installation, and window framing works are progressing. • External carpark works are progressing. • External timber soffits to be delivered in the coming weeks. 	






Action	Comment	Progress
Implement the Arts, Culture and Heritage Strategy 2022-26	<ul style="list-style-type: none"> HOME 24 is shortlisted for the Victorian Museums and Gallery Awards. HOME24 had 900+ visitors to its opening and two programs. The Matrimony exhibition partnered with Kiss FM. The Drum Instagram was upgraded to @ArtsGreaterDandy, boosting reach by 437.2% and interactions by 391.8%. NAIDOC was supported with 8 Aboriginal artists attracting 1,500+ visitors. 16 creatives received 1:1 grant support. Heritage Hill – The exhibition 'Trees: A Canopy Extraordinaire' attracted 386 visitors. 19 tours were held with 227 visitors. Online heritage collections had 1,537 views; heritage Flashback Friday socials hit 22,223 reach. Drum Theatre held 94 events, including 34 performances (6 curated, 5 commercial, 14 NFP and 9 community). The theatre had 20,907 visitors – 10,172 at events and 2,892 artists and participants. 	
Undertake the Heritage Overlay Planning Scheme Amendment	<p>A resolution at the Council meeting of 24 June 2024 endorsed the preparation and commencement of Planning Scheme Amendment C249 to make minor amendments to the Schedule to Clause 43.01 Heritage Overlay of the Greater Dandenong Planning Scheme. Council officers have now submitted the relevant documentation to the Minister for Planning to authorise the formal commencement and public exhibition of the amendment. Council is currently awaiting a response from the Minister.</p>	
Implement the Greater Dandenong Libraries Strategy 2022-26	<p>91% of respondents to the annual library survey agreed or strongly agreed that they feel safe and welcome when using the library service. Dandenong and Springvale Libraries received 227,413 visitors. 312 items were loaned from Little Library: Menzies Avenue. Libraries held 526 program sessions with 9,478 attendees.</p>	





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








■ On Track ■ Externally impacted ■ Completed ■ Delayed ■ Not due to start

Action	Comment	Progress
Support the Dandenong Market in the delivery of its annual food events program	Discussions are pending with the Dandenong Market to determine best opportunities for collaboration and promotion.	<div></div>
Undertake the five year review of the Dog Off Leash Strategy	Council officers have commenced a five-year review of the Dog Off Leash Strategy.	<div></div>
Commence development of a revised Housing Strategy	The development of a revised Housing Strategy has commenced. A draft scoping paper on a review of the 2014–24 Housing Strategy has been finalised which contains a recommendation that a review and updating of Neighbourhood Character Study be undertaken concurrently to enable both strategies to inform each other. Officers are currently collating housing data from the last three years to assist with the development of the strategy.	<div></div>

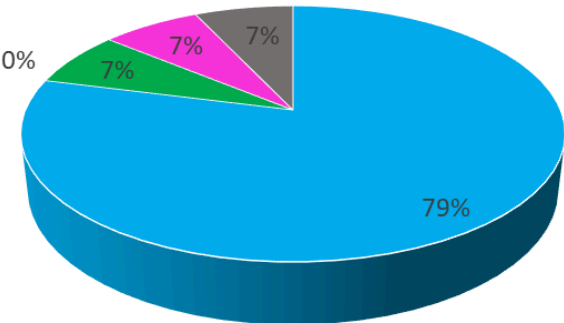
Action	Comment	Progress
Progress the Environmentally Sustainable Design 2.0 Planning Scheme Amendment in partnership with CASBE	The Environmentally Sustainable Design 2.0 Planning Scheme Amendment was submitted to the Minister for Planning for authorisation in July 2022. The Minister for Planning has advised that the Planning Scheme Amendment remains under active consideration although further time will be required prior to a decision by the Minister. In March 2024 it was confirmed with DTP that the Planning Scheme Amendment remains under active consideration by the Minister.	
Support the DTP to complete the Sandown Racecourse Planning Scheme Amendment	The Sandown Racecourse Advisory Committee hearing was held from 19 August to 16 September. All stakeholders, including Council, made a submission to the committee. The committee now has six weeks to submit its report and recommendations to the Minister for Planning. The Minister will then make a decision on the matter (there is no current timeframe for this decision).	
Prepare a Dandenong Market Precinct Masterplan to facilitate Council led and private sector developments and activate public spaces and places.	A project brief is being developed for the Dandenong Market Precinct Masterplan. A Governance structure to oversee the project development has been set up. A Select Tender process will be undertaken to appoint a suitable consultant/s to deliver the works.	
Commence the Neighbourhood Character Study review	The review has commenced and a draft scoping paper on a review of the Neighbourhood Character Study has been finalised which contains a recommendation that a review and update of the Housing Strategy be undertaken concurrently to enable both strategies to inform each other.	
Activate and promote safe and accessible public spaces for young people and families	<ul style="list-style-type: none"> Youth Stage at Springvale Snow Fest Dandy's Got Talent Volleyball Tournament at Dandenong Stadium Libraries Children's Book Week Event School Holiday Activities Total contacts: 7,381	

Action	Comment	Progress
Advocate for public transport initiatives identified in Council's Greater Dandenong Public Transport Advocacy Statement	Council continues to advocate for public transport initiatives as opportunities arise. This includes through the advocacy work coordinated by the Eastern Transport Coalition. Council officers have also met with DTP to discuss the Webster St level crossing removal project impacts on the transport network which includes the impacts and opportunities for the bus network around the Dandenong Activity Centre. Further discussions will be required with other DTP departments.	
Advocate for, plan and deliver improved active transport networks and initiatives	Council continues to advocate for major path improvements as opportunities arise. A TAC grant to install a wombat zebra crossing has been impacted by MTM approvals being refused and lack of cooperation in working through alternative options which may be acceptable. Officers are currently considering options for this project.	
Roll-out a high priority local road program within Dandenong South, including the Dandenong South Industrial Area Extension Structure Plan's Transport Network	<p>Work in kind agreements for delivery of road network components of the Dandenong South Industrial Area Extension Developer Contributions Plan have progressed, in particular:</p> <ul style="list-style-type: none"> • Taylors Road (in construction) • Part of Glasscocks Road (in design) • Work with developers to deliver other components of the public road network have also progressed • Bayliss Road (in design) <p>Council continues to deliver road network components of the Dandenong South Industrial Area Extension Developer Contributions Plan, in particular Perry Road (in construction – Stage 1 completed and Stage 2 underway).</p>	
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	A review and update of population data and demand for kindergarten, supplied by the Department of Education through the Kindergarten Infrastructure and Services Plan, to support planning and development of infrastructure needs to continue to deliver 15hrs of 3 year old kindergarten and the rollout of PrePrep.	

Action	Comment	Progress
<p>In collaboration with local school education programs, advocate for, and deliver, transport safety improvements and initiatives to improve road safety awareness and to mitigate road safety risks</p>	<p>Road Safety infrastructure projects delivered include:</p> <ul style="list-style-type: none"> • Railway Parade, Dandenong – raised platforms and crossing • Perry Road, Keysborough – road upgrade and new path to Mt Hira College <p>Applications for road safety related grant programs submitted for:</p> <ul style="list-style-type: none"> • Blackspot Program <ul style="list-style-type: none"> ◦ McCrae Street, Dandenong ◦ Gladstone Road, Dandenong North ◦ Clow Street, Dandenong ◦ Kingsclere Ave, Keysborough • Safer Local Roads and Infrastructure Program (1:1 matched funding) • Riverend Road reconstruction and new path to Cornish College & Green Wedge (applied for \$2.7m) <p>\$1,647,000 was secured through advocacy for the delivery of a path on Fowler Road following completion of the Progress Street Level Crossing Removal.</p> <p>A forum with 9 schools was held on 16 August. The outputs of the Forum will help inform Councils ongoing liaison with schools on Road Safety matters.</p>	
<p>Continue to deliver various road pedestrian safety projects funded by Federal and State Governments</p>	<ul style="list-style-type: none"> • Work has continued with the Victorian Government on their IP43 Safe System Pedestrian Infrastructure Program. • Council is working through a funding agreement for pedestrian infrastructure near Dandenong Market and Cleeland Street worth \$1.1m. • Work with the Victorian Government continues to expedite their delivery of signalisation of Stud Road / McFees Road including a safe pedestrian crossing. 	





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	<ul style="list-style-type: none"> Consultants have been appointed to undertake an audit, design and documentation package to Multicultural Place. A community conversation was held in August updating the community on the implementation plan. A trial of street decorations, including a branding and tourism campaign for Lunar New Year is currently out for EOI/underway. 	
Develop and implement the Noble Park Revitalisation program to enhance the quality of life for residents, workers and visitors	<ul style="list-style-type: none"> The place activation grants program is underway. Three projects have been awarded, one unsuccessful and another five to be assessed. Funding has been received for shade and seating at Frank Street open space and flower decoration with scoping to commence in October. A digital map was launched on 30 June with a Silent Disco Tour. Analytics showed 130 active users for July/August. 	
Facilitate the Development Victoria/Capital Alliance investment project in the Revitalising Central Dandenong Foster Street precinct	Amendment C248 was approved by the Minister for Planning and gazetted on 7 August 2024. The approved Development Plan Overlay (DPO) will guide the redevelopment of Sites 11 to 15 of the Revitalising Central Dandenong initiative. The next steps of the project will see Capital Alliance obtain a Development Plan (DP) approval from DTP, before seeking a permit for Stage 1 of the project.	
Advocate to Government, Agencies and other influential stakeholders, to identify, support, and deliver targeted renewal initiatives for improved economic and social outcomes in Central Dandenong	Ongoing meetings with Development Victoria are being held to discuss current and upcoming development opportunities within Central Dandenong. The SUSH grant application has been submitted expressing interest in a Study Hub for tertiary students in Dandenong. Officers are working on a Major Development Construction Facilitation approach in preparation to fast track Capital Alliance Stage 1 and other major developments in our activity centres.	






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





■ On Track ■ Externally impacted ■ Completed ■ Delayed ■ Not due to start

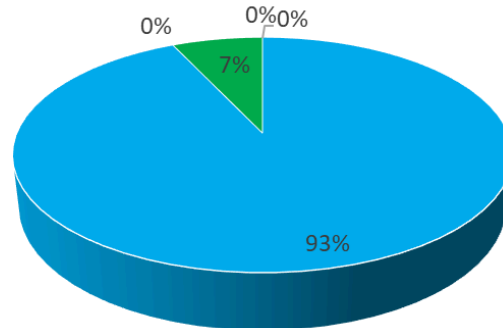
Action	Comment	Progress
Finalise review and update the Waste and Litter Strategy	This strategy is part of the sustainability and environmental strategy review process that is currently being undertaken.	<div></div>
Investigate advanced waste opportunities for Council as an alternative to landfill	As a result of the SEMAWP procurement process, Council has entered into a Waste Supply Agreement with Maryvale EfW Project Co Pty Ltd.This agreement commits Councils to deliver their waste to Maryvale for 25 years, commencing 2029, during which time Maryvale will convert the waste into energy.	<div></div>
Implement the Urban Forest Strategy and Green Wedge Management Plan	A number of Council departments and external agencies continue to undertake actions to implement the strategies and objectives of the Urban Forest Strategy 2021-28 and Green Wedge Management Plans.	<div></div>

Action	Comment	Progress
Implement the Biodiversity Action Plan 2021-26	Collaboration with State Government authorities and project partners to enhance the Dandenong Creek corridor continues. Key initiatives include grant-funded projects such as the Peri-urban Weed Management Partnership, Our Catchments, Our Communities Program, and Living Links. A revegetation assessment has been finalised for the 2025 planting season, with over 20,000 indigenous tube stock sourced from local Indigenous nurseries to support the program. These actions continue to strengthen biodiversity outcomes in the local area and align with the broader objectives of the Biodiversity Action Plan.	
Complete Council's plan for new and improved playgrounds	The review of the Playground Strategy 2013-23 has commenced with the completion of the strategic review of all playground assets. This is informing the analysis and assessment of the existing playground strategy and current best practice approaches to playground strategies. This information will be used to inform the development of a revised Playground Plan.	
Implement the Open Space Strategy	Stage One community consultation occurred in July / August to inform the development of the draft master plans for Lois Twohig Reserve and Spring Valley Reserve. Planning for community consultation will occur in Q2 to seek the community's ideas on the Barry Powell Reserve new district playground, Dandenong Park Riverside Precinct district playground stage 2, Warner Reserve southern recreation area and Ian Tatterson Leisure Park Recreation Precinct has commenced. The development of a detailed concept plan for the Greaves Reserve informal recreation precinct has commenced – there is funding in 2024-25 to construct an initial stage of this project.	
Implement year seven of the Greening Our City: Urban Tree Strategy 2018-28	Q1 has seen successful completion of key initiatives, including park and street tree planting programs, contributing to our long-term canopy coverage goals. Significant improvement to tree management systems and processes have been made, particularly in planning and risk management, ensuring more streamlined operations, while continuing to maintain a strong focus on electric line clearance compliance, with a smooth transition to the new Programmed Tree Pruning contract, further strengthening our urban forest management efforts.	

Action	Comment	Progress
Implement the Electric Vehicle Transition Plan	Implementation of the EV transition plan is underway. All chargers at the Operations Centre are commissioned and operational. Procurement and trials of EVs continues. EV footpath sweepers have been trialed for the Cleansing team and several small plant have been procured. Thomas street chargers are commissioned and working. A review and update of the current EV transition plan is underway.	
Work with partners and key stakeholders to support increased community awareness of climate change risks and their ability to respond	Work is ongoing on this initiative, including through the revision of Council's 'climate change flyer.' This updated flyer provides a clear and helpful summary of the major climate risks in Greater Dandenong, along with practical steps the community can take to protect themselves. Following the conclusion of the election period, officers will work with key community groups and other stakeholders to distribute this flyer to improve climate resilience in the community.	
Implement the Climate Emergency Strategy, Sustainability Strategy, climate emergency declaration, and updated Plastics Policy	A key highlight was hosting several 'Plastic Free July' events aimed at reducing landfill waste by promoting plastic free alternatives. This included partnering with Dandenong Market to pilot a reusable shopping bag borrowing scheme, as well as collaborating with Roving Refills for a package-free pop up event, where community members could bring their own containers to refill with cleaning and beauty products.	
Deliver the 2025 Sustainability Festival	Planning has commenced for the annual Sustainability Festival, which will occur in February 2025. An initial consultation and brainstorm session with previous participants was held in July to provide valuable feedback on suggestions for the 2025 Festival.	
Review and update the Sustainable Buildings Policy	This policy will not be updated as the policy issues will be included in other policies and strategies.	






Action	Comment	Progress
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	<p>In consultation with internal and external stakeholders, Community Care have developed resources for both staff and older residents, and residents with a disability on the impacts of climate change. Annual heatwave information will be distributed to clients and older residents and residents with a disability in November to remind them on how to prepare for summer heatwaves.</p>	
Advocate to the EPA to improve the quality of Greater Dandenong's waterways	<p>Whilst work has been undertaken in collaboration with the EPA to resolve a number of industrial land uses impacting our waterways, specific work to protect our waterways as a whole has not commenced. A meeting will be scheduled in Q2 to discuss working in partnership with the EPA to increase our protection of our waterways across the city.</p>	




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






■ On Track ■ Externally impacted ■ Completed ■ Delayed ■ Not due to start

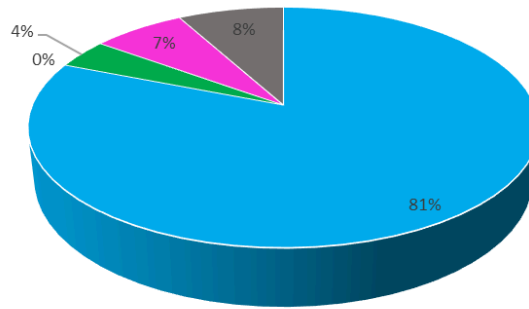
Action	Comment	Progress
Develop a new Economic and Place Strategy	Initial scoping of the strategy has begun with a workshop held with the Business Development and Investment team to facilitate discussion on the strategy. A draft project brief is currently being prepared.	
Successfully deliver an annual Business Education Program targeted to local entrepreneurs or established businesses	Five free workshops to support new and established small business entrepreneurs were delivered. In partnership with the ATO, Melbourne Innovation Centre, Transcend and Chisholm Institute, Council provided local businesses with valuable resources and insights to help them develop their skills and knowledge through the Business Education Program. Additionally, through workshops delivered in collaboration with Transcend and the Melbourne Innovation Centre, additional support was provided to connect businesses with business mentoring, funded by the Federal Government.	
Manage, support and deliver activities that strengthen the capability and capacity of jobseekers in our community facing multiple barriers to employment.	In addition to governance of the CR/GameChange program, the Greater Dandenong Regional Employment Taskforce (GDRET) has been advocating for continuation of GameChange beyond June 2025 and how the impetus that CR has delivered can be supported, as well as exploring alternative funding should the CR program funding lapse. An initiative funded by CR, a manufacturing Virtual Reality video filmed at Hilton Manufacturing, is in its final stages of completion and will complement a series of 15+ videos produced by the LLEN that will now be available for use by both jobseekers and students to better understand the world of work.	 29

Action	Comment	Progress
Deliver youth programs and initiatives that promote youth voice, build leadership capability and skills that enhance employment	<p>Highlights include:</p> <ul style="list-style-type: none"> • FReeZA events committee meetings and skills-based training sessions • The culmination of the Young Leaders Program and delivery of the Youth Leadership Forum • Holiday Activities Committee sessions • IMPACT Volunteering Program whereby participants gained a food handling certificate and barista skills • Music production program to give young people an opportunity to work with professionals in the sector and learn music production skills • Youth on Air podcasting program • Mock interview programs <p>Total contacts = 735</p>	
Maintain support, collaboration and board participation of the South East Manufacturers Alliance (SEMMA)	Board participation has been maintained. SEMMA held their AGM in September, which was attended by various Council Officers.	
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	SEBN networks and activities included site visits to Bomac Engineering, Dulux and SPEE3D. Issues addressed included Leadership in Tough Times, ESG (Environment, Social Governance), New Era of Safety Management, The Board Room, and Working Smarter- succeed in the ever-changing landscape beyond 2024.	
Deliver key events that showcase women in business including International Women's Day and facilitate a Women in Business Network, that is inclusive to all women in business in CGD	'Leading with Purpose' and 'Social Media – Truth, Lies and Myth' were two sessions delivered to SEBN Women in Business. A Showcasing WIB event is scheduled for October.	
Review the Family Day Care Business and Marketing Plans to maintain market share and community expectation	Process has begun with service benchmarking.	

Action	Comment	Progress
Guide the 'collective impact' phase of CR #2: GameChange towards a community-led jobs and skills system, strengthening pathways to economic participation (SPEP)	<p>In its 'consolidation and advocacy' phase, the initiative participated in three advocacy activities, to raise funding for continuation of the initiative and transition to community from Council:</p> <p>1) Collaboration with other Community Revitalisation sites. An advocacy/funding request letter was created and endorsed by CEOs at five sites. A letter was sent to Vicki Ward MP, Julian Hill MP and Senator Murray Watt.</p> <p>2) Strategic Growth and Advocacy – Project Priorities. GameChange requested \$1.5m to aid in the establishment of an ongoing Dandenong Employment Hub, and \$400k per year for between three to five years to continue the work of GameChange and transition to a fully community-led initiative.</p> <p>3) Advocacy will continue with Andrew Giles MP and our other local politicians – Cassandra Fernando, Clare O'Neil, Mark Dreyfus, Gabrielle Williams.</p>	
Facilitate Playgroup Training Vocational Pathways for local community members	<p>Thirteen community playgroup leaders attended a two hour online training session during August, one participant completed the training program. The thirteen participants represented eight community playgroups including two new playgroups that will be begin in term 4.</p>	
Deliver initiatives in partnership with local schools, industry and SELLEN, that provide opportunities for young people to gain skills and experience that enhance their employment opportunities	<p>SEBN's 19th Lunch with the Winners, held in partnership with SELLEN on 3 September, brought together more than 150 secondary students and industry representatives to connect with each other. RoboGals and Casey Tech spoke about the diversity of manufacturing careers and industry local, Sam Bell from AW Bell, spoke about their growth across diverse sectors and delighted the audience handing round a Silver TV Week Logi – one of the many unique products manufactured by AW Bell.</p>	


Action	Comment	Progress
Support the Market Street Child Care Centre with a sustainable business model to expand market share and community expectation	<p>Market Street community childcare has developed a sustained business model in partnership with Springvale Service for Children offering funded three and four-year-old kindergarten and wrap around childcare services to the community. The service is now at licensed capacity for three of the five days of care, offering a unique service to local vulnerable and disadvantaged families, who are either newly arrived requiring English language support, culturally diverse or from the Orange Door Program requiring support services. The two Federal grants have sustainable business practices and supported staff to work with the Family Law Courts, local community hubs in schools, Chisholm TAFE to support childcare access and provide transport options, through taxi vouchers for families.</p>	
Support local business efforts to respond to their climate change risks and transition to a net zero economy by informing them of relevant State and Federal Government policies and programs	<p>Various programs were promoted through the Talking Business newsletter to help local businesses address climate change risks and transition to a net zero economy. Key initiatives included promoting the ASPIRE Circular Economy Platform and Government Programs like the 'Go Green Co-Innovation' Program, which offers Australian SMEs grants to partner with Singaporean businesses on net-zero emission projects.</p>	
Participate in the GSEM Jobs and Skills Summit	<p>The GSEM Jobs and Skills Summit was held on 3 May and Council continues to work with GSEM to implement the actions resulting from this summit.</p>	

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














■ On Track ■ Externally impacted ■ Completed ■ Delayed ■ Not due to start





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	<p>A review of Parking Wayfinding Signage for Springvale Activity Centre has been completed. The roll out of signage improvements is anticipated in Q2 and Q3.</p> <p>Council officers continue to work with the Level Crossing Removal Project team for Webster Street, to advocate for improved accessibility outcomes for Dandenong Activity Centre through delivery of that project.</p>	
Conduct a comprehensive review of the 10-year Activity Centre Capital Improvement Program including evaluation of ongoing projects	<p>A program has been developed for the three Activity Centres identifying infrastructure investment priorities.</p>	
Implement Council's infrastructure renewals program	<ul style="list-style-type: none"> • Works are progressing on Councils footpath and drainage renewal programs, • The decorative LED Lighting upgrade in the Dandenong CBD is 50% complete. • Road renewal and resurfacing programs are in the final planning and procurement stages for construction over the summer period. 	

Action	Comment	Progress
Review the existing Road Management Plan and develop the new Road Management Plan 2025	The review of the existing Road Management Plan (RMP) and development of new RMP will be undertaken by the Transport team with support from the asset management team and asset data/GIS teams.	
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	Regular meetings of the Young Planners Group (13 August) and the Children's Advisory Group (31 July and 28 August) enabled fifty primary school students to take part in the planning and policy-making processes of the council.	
Develop a Customer Experience Strategy, and update the Customer Service Charter	A competitive procurement process resulted in a consultant being appointed to undertake three sample Customer Journey maps. Outcomes from this project will deliver multiple benefits, including educating CGD staff on how to create additional customer journey maps. This will provide valuable insight into the challenges customers face across various service requests, which will inform the development of the Customer Service Strategy and help the organisation identify areas for improvement.	
Facilitate better community engagement across a diverse community to promote more accessible engagement	Considerable work is undertaken to ensure Council meets the principles set out in the Local Government Act 2020. Comprehensive Community Engagement plans are developed, identifying key stakeholders and offering multiple ways for the community to provide feedback.	

Action	Comment	Progress
Improve Council's customer service and communications to our linguistically diverse community by making more effective use of translation and interpreter services	Insights have been gathered on how Council can improve engagement with CGD's diverse community. A recent meeting introduced an app called Hemingway, which uses AI technology to simplify complex writing into more accessible language. This tool may prove valuable in enhancing communication with our linguistically diverse community.	
Provide timely and accurate information and tell stories reflecting the best of our community and local economy	Work has commenced on a Communications and Engagement Strategy, including plans to improve workflow and structure. Requests received are being measured to evaluate where they're coming from and how long Council is spending on each item in order to better prioritise. This work will make the best possible use of resources and plan campaigns. Council is working towards becoming more strategic and less reactive in this space and will ensure timely and accurate information is provided and stories reflecting the best of the community and local economy are told.	
Implement the recommendations of the IT Service Review	A strategic approach is being taken following the IT Service Review, focusing on a thorough examination of the technical and digital landscape. This assessment is pivotal in crafting a Digital Roadmap that will guide CGD's technological direction for the upcoming years. The Digital Roadmap will align IT services with the broader business objectives, ensuring operational efficiency and continuity. The roadmap's development will be a collaborative effort, incorporating insights from key stakeholders to ensure it supports the City of Greater Dandenong's vision.	
Enhance Council's major projects communications, so they are timely, accurate and promote community trust; and explain project benefits effectively.	Funds have been identified for dedicated communications, marketing and issues management around major projects. It is anticipated that this role will be filled in Q2 and this will see significant uplift in proactive communications about iconic and major projects. Planning for communications is underway for the awarding of the construction contract for DWC and breaking ground, as well as a Brand and Naming piece.	

Action	Comment	Progress
Complete Council's capital works program as outlined in the Annual Budget and Long Term Financial Plan	As of the end of September 2024, Total spend is \$211m, comprising \$7.3m actuals (works already complete) and \$13.8m committed (contracts awarded and works underway). This equates to 17.2% of the 2024-25 budget of \$122.5m (which includes \$29.1m carried over from the 2023-24 year).	
Develop an investment attraction program that facilitates appropriate investment attraction matched to the region's competitive strengths across identified target and growth industry sectors	The investment prospectus has been developed and is awaiting approval. The launch of the Why Invest in Greater Dandenong program will commence in November through the Council Publication, showcasing recent business investments.	
Introduce psychosocial education and assessment programs to proactively identify and mitigate workplace risks to employee health and wellbeing	The ASU (funded by WorkSafe Victoria) have been engaged to deliver awareness training on psychosocial hazards in the workplace. The presentation 'Building Mentally Healthy Workplaces' is designed to assist leaders and workers, giving them skills to help identify psychosocial hazards in the workplace. Seven face-to-face sessions and one online session have been organised to be completed by mid-October.	
Continue the rollout of wearable technology to prevent musculoskeletal injuries in high risk work areas	The Wearable Technology Program 'Preventure' has been progressively rolled out and utilised with high manual handling activities. The program also provides great opportunities to eliminate or reduce these risks through better education, upgrading equipment, job re-design or improved manual techniques.	
Implement Leadership Development programs for People Leaders incorporating innovation and change management	A dedicated resource has been appointed to roll out a program of people leaders engagement and is well underway.	

Action	Comment	Progress
Develop the new Council Plan 2025-29 in accordance with the Local Government Act 2020	The wider community engagement activities for the new Council Plan have been completed and the deliberative panel process will commence on 12 October. The results of the completed activities and the key areas of interest for our community will be shared in Q2.	
Comply with the auditing and reporting requirements of the Gender Equality Act 2020 including the preparation for the development of a new Gender Equality Action Plan (GEAP)	Confirmation has been received that CGD's plan and report complies with the Act and can now be placed on Council's Website.	
Implement the recommendations of the recent Child Safe Standards Audit Review	A Child Safety Compliance Officer has commenced and an implementation plan has been developed utilising the Child Safe Standards Audit Review completed by HLB Mann Judd. The implementation will leverage existing frameworks that are in place in child facing departments and roll them out across the organisation.	
Meet budget revenue targets for all commercial properties	The current financial performance of Council's commercial properties against budgeted FY25 revenue has an unfavourable variance due to a variety of reasons including strategic decisions to realign commercial properties with impact and grant opportunities. A working group has been created to drive the creation of a Council Property Strategy that provides guardrails for the Executive Team and Councillors to assess opportunities and changing conditions against.	
Develop a structured framework to streamline the preparation of Council's Strategies	A draft framework has been developed. This document will be finalised and its implementation will be a focus in early 2025 to align with the new Council Plan.	
Review Council's Long Term Financial Plan in line with the Local Government Act 2020	The Long Term Financial Plan review will commence in October 2024.	






Action	Comment	Progress
With the community, strengthen engagement, build capacity and accessibility to Council's grants programs	<ul style="list-style-type: none"> • 63 applications were submitted to the Small Grants Program. Four Medium Grants Program categories closed in August – 60 Applications were received. 1 Large Grants Program – Partnerships Stream received 17 applications. • Multiyear funding agreements with Neighbourhood Houses and Community Centres were established. • 3 Medium Grants Information Sessions were delivered with 44 registrations across the sessions. • 2 Partnerships Grants Information Sessions were attended by 29 organisations. • 126 engagements with community were had, mostly queries and support for grants round applications. • 3 Community Newsletters were sent out to >800 registered community organisations. • The Small Grants Data Report for 2024-25 was developed. 	
Implement the recommendations of the Procurement Review	<p>Council's Procurement Review identified a number of key areas for Council to focus on. The following are in an implementation, training or change management phase:</p> <ul style="list-style-type: none"> • Contractor performance monitoring • Compliance with Child Safe Standards • Central contract management system • Procurement and contract management protocols • Risk management • Policy and procedure updates • Performance monitoring and reporting 	
Facilitate and chair at least four Municipal Emergency Management Planning Committee (MEMPC) meetings with relevant members and Emergency Service Agencies	<p>Municipal Emergency Management Planning Committee (MEMPC) meetings have been held each quarter to discuss previous incidents and more recently prepare for the upcoming summer season.</p>	
Review, implement and monitor progress on mitigation and response (including relief and recovery) risk strategies and actions	<p>Council is continuing to work with partner agencies on all aspects of Emergency Planning especially with the 2024-25 summer season approaching.</p>	 38

Reshaping Greater Dandenong




■ Completed
 ■ On Track
 ■ Delayed

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.	A review was conducted and reported to Councilors in May/June 2024. As per the review DWC is continuing with the procurement process and DCH is continuing with the design process.	●
1.2 Explore new revenue streams/optmise existing revenue streams to implement a Revenue Optimisation Plan.	An issues and options report was completed and presented at a Councillor Briefing Session in January. These revenue options are currently being worked on for consideration by the incoming Council.	●
1.3 Explore Private Public Sector Partnership (PPP) model for major projects e.g. Dandenong Community Hub (DCH)/Multicultural Hub.	This project has not been explored further due to the delay of the DCH.	●
1.4 Explore Strategic Asset Sales.	Given the strategic nature of this issue asset sales will form part of Council's future planning discussions post election. A report to commence a strategic asset sale of a carpark was presented in March 2024 but Council requested further sites be explored. The MAV/City of Greater Dandenong Housing Project, funded by a \$500K Federal Government Grant is expected to identify some of the potential sites for use on Housing Projects.	●
1.5 Develop a Model of Service Review/Improvement.	A Service Planning Framework was developed and endorsed by Council in September. Development of service plans is underway and final drafts should be completed by end of January 2025. The Service Plans, along with the Asset Plan and Council Plan, will be finalised in June 2025. Once endorsed, service reviews will be conducted every four years.	●




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,	Council is actively gathering evidence to inform the Customer Experience (CX) Strategy, which aims to enhance the experience for all customers, including non-English speaking background (NESB) customers. To support this effort, a consultant has been engaged to map customer experience processes. This mapping will guide the development of the CX strategy and help identify opportunities to streamline and simplify processes.	
2.2 Implement a Customer Experience Action Plan: <ul style="list-style-type: none"> digital technology KPI's – feedback system 	<p>The Social Pinpoint survey has been successfully rolled out, with 13 responses received in Q1. To improve response rates, staff will be encouraged to actively ask customers to complete the survey. Additionally hard copy surveys will be implemented in October/November and explore further options, such as post-call surveys.</p> <p>Key performance indicators (KPIs) have been outlined that require consistent reporting.</p> <p>Council Officers have met with Telstra to review the Genesys call centre telephony system as a potential replacement for the current Touchpoint system. The next step will involve further pursuit understanding the procurement process.</p>	
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 has commenced with consultation with managers and leaders expected toward the end of 2024.	
3.3 Develop and implement a People Plan for the organisation	Work will commence on a new people strategy with the appointment of key management personnel now complete.	 40




Reshaping Greater Dandenong

Action	Comment	Progress
PEOPLE AND CULTURE – Ensure we have the right number of the right people and right ability in the right roles		
3.4 Review organisational structure and workforce plan with focus on staff shortages and skills	A number of organisational reviews have been completed with a focus on efficiency and effectiveness. A revised workforce plan is targeted for delivery by the end of the financial year.	
3.5 Refresh the Workplace Culture Development Strategy	Not yet commenced due to departure of key personnel for this project.	
3.6 Create a Workplace Diversity Strategy	This action has been delayed due to the recent departure of key personnel in this team.	





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	Council has implemented Social Pinpoint, a digital platform that has improved Council's ability to listen and understand the community's concerns, needs and aspirations in various formats. It has already been used in community consultation for a number of Council projects.	
4.2 Investigate translation software, use of and strategies to enhance translation services	The pilot of translation software to be embedded in the IVR system was completed. The 2024-25 Business Plan includes further exploration of translated communications as part of improving the customer experience.	
4.3 Explore options for the community newsletter in line with enhanced community engagement/communication	A light refresh of the visual appearance and approach will be undertaken in Q2. Implementation of a new workflow approach is planned along with future planning to ensure strategic opportunities are capitalised on to tell Council and CGD's good news. Alternate frequency and distribution models may be discussed with the newly appointed Council in 2025.	

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	Financial delegations were updated in October and this action is now complete.	
5.2 Assess the capturing of Councillor correspondence in Oracle to ensure tracking of 100% of all queries	The Executive Director Corporate Development, CIO and Manager Governance, Legal and Risk are working on both systems and structure to ensure that all Councillor correspondence is captured and actioned accordingly. This will be progressed during Q2.	
5.3 Progress our target to be a paper less organisation by 2026	Council continues to review its paper consumption and has made improvements across the organisation with the introduction of online meeting minutes and agendas, increased use of digital platforms for community engagement and the transfer of many forms to online formats.	
5.4 Launch customer portal/dashboard	The customer portal/dashboard was introduced as an initiative to enhance customer engagement and experience. While it has been available for some time, the adoption rate among the community has not met expectations. Council is actively working on refining the portal's features to better serve community needs.	
5.5 Investigate new models for a Councillor intranet	The Governance, Legal and Risk department has commenced working with the newly appointed CIO and the Communications department to refresh the Councillor Intranet, Maccs. This work will continue over the FY25 period with the focus being on understanding and meeting the new Councillors' needs from an information perspective, promoting environmentally sustainable governance practices as well as ongoing training and support to Councillors to maximise the intranet usage.	

Reshaping Greater Dandenong

Action	Comment	Progress
5.6 Assess our current digital capability and invest in contemporary technology and digital systems to facilitate identified opportunities for system and process improvements.	A strategic approach is being taken following the IT Service Review, focusing on a thorough examination of the technical and digital landscape. This assessment is pivotal in crafting a Digital Roadmap that will guide CGD's technological direction for the upcoming years. The Digital Roadmap will align IT services with the broader CGD objectives, ensuring operational efficiency and continuity.	
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 and initial discussions have been held regarding possible consolidation opportunities. Decision making frameworks have been created to assist with the development of new documents and further work will be undertaken this year.	

Part B:

Financial 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 - CIP Expenditure Report	21
APPENDIX 2 – Investment Analysis	26
APPENDIX 3 – Directorate Analysis.....	29
CGD BY DIRECTORATE	29
CEO DIRECTORATE	30
CORPORATE DEVELOPMENT DIRECTORATE.....	32
CITY FUTURES DIRECTORATE.....	34
CITY FUTURES DIRECTORATE.....	35
COMMUNITY STRENGTHENING DIRECTORATE.....	37
NON-DIRECTORATE.....	40
CAPITAL WORKS PROGRAM.....	42
APPENDIX 4 - Operating Initiatives.....	43

Key financial highlights

Period ending 30 September 2024

	30 Sep 2024 Year-to-Date					Full Year				
	Actual	Amended	Variance	Var.	Status	Original	Amended	Variance	Var.	Status
	\$'000	Budget \$'000	\$'000	%	Var.	Budget \$'000	Budget \$'000	\$'000	%	Var.
Operating Income	74,789	73,238	1,551	2%	✓	268,746	277,665	8,919	3%	✓
Operating Expenses	51,477	54,778	3,301	6%	✓	233,934	242,618	(8,684)	(4%)	—
Operating Surplus	23,312	18,460	4,852	26%	✓	34,812	35,047	235	1%	✓
Capital Expenditure	(7,255)	(6,213)	(1,042)	(17%)	×	(93,474)	(122,499)	(29,025)	(31%)	×
Non-Cash Operating Items	8,867	8,867	-	0%	✓	28,143	28,143	-	0%	✓
Loan Repayments	(937)	(937)	-	0%	✓	(3,961)	(3,961)	-	0%	✓
Loan Proceeds	-	-	-	0%	✓	21,920	21,920	-	0%	✓
Lease Repayments	(149)	(178)	29	16%	✓	(710)	(710)	-	0%	—
Net Reserve Transfers	(2,561)	(2,496)	65	0%	✓	13,270	16,835	3,565	27%	✓
Current Year Cash Surplus	21,277	17,503	3,774	22%	✓	-	(25,225)	(25,225)		
Accumulated Surplus b/f ¹	-	-	-			-	26,014	26,014		
Accumulated Cash Surplus	21,277	17,503	3,774			-	789	789		
Cash/Investment Holdings ²	222,296	<i>Not applicable</i>				152,429	162,621	10,192	7%	✓

Status legend:

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

Below budgeted revenue or over budgeted expenditure by 10% or greater

Notes

- The Accumulated Surplus brought forward (b/f) represents funds committed to finance capital and operating carry overs from 2023-24.
- Total cash/investments at 30 September 2024 include cash on hand and financial assets (term deposits invested for a period greater than 90 days) and have been allocated for specific future purposes by Council. The dissemination of Council's restricted and operating cash is provided in the table in section D4 and the graph "Restricted and Unrestricted Cash" in Appendix 2 Investment Analysis of this report.

Budget information

The Original Budget information contained in the report is the budget approved by Council on 24 June 2024. The year-to-date budget in this report reflects the Amended Budget as adopted by Council on 23 September 2024. The Amended Budget represents the adopted budget incorporating net carry forward capital and operating amounts from 2023-24.

Executive Summary

Operating Result

For the three months ended 30 September 2024, Council achieved a surplus operating result of \$23.31 million which is \$4.85 million better than the year-to-date budget. The main factors contributing to this result comprise favourable variances in:

- **Income** (\$1.55 million favourable) - Higher than anticipated supplementary rates (\$505,000), interest returns on investments (\$341,000) and contributions - monetary (\$381,000).
- **Operating expenditure** (\$3.3 million favourable) – Mainly due to lower than anticipated materials and services (\$1.51 million) and employee costs (\$1.34 million) to date.

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

Capital Result

Year-to-date capital expenditure is \$7.25 million which is \$1.04 million unfavourable compared to the year-to-date budget, representing 6% of the full year Amended Budget. There are also \$13.8 million in commitments (open purchase orders) on 30 September.

The unfavourable variance mainly relates to an unbudgeted property acquisition in Blissington Street, Springvale acquired for open space purposes. This is a strategic decision which will be funded by a transfer from the Open Space Acquisitions reserve and will be reflected in the Mid-Year Budget review.

Cash Position

Cash and investments total \$222.3 million at 30 September 2024, comprising \$36.57 million of cash and cash equivalents and \$185.7 million of 'financial assets' (term deposits invested for a period of greater than 90 days).

This cash and investments balance has increased from the 30 June 2024 cash and investments balance due mainly to 100% of the Financial Assistance Grant funding allocation for 2024-25 (\$12.34 million) being distributed early in July 2024 and fire services property levy collected (\$12 million) due to be paid to the State Revenue Office in October.

The working capital ratio result remains sound at 1.63.

Income Statement

For the period 1 July 2024 - 30 September 2024

	Note	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income	B1					
Rates and charges		46,356	45,771	585	176,177	176,177
Statutory fees and fines		3,014	2,801	213	10,972	10,972
User fees		2,111	2,190	(79)	9,812	9,812
Grants - operating		18,121	18,043	78	35,937	35,216
Grants - capital		560	496	64	14,462	8,625
Contributions - monetary		881	500	381	9,123	7,676
Contributions - non-monetary		-	-	-	7,500	7,500
Net gain (loss) on disposal of property, infrastructure, plant and equipment		65	248	(183)	833	833
Other income		3,681	3,189	492	12,849	11,935
Total income		74,789	73,238	1,551	277,665	268,746
Expenses	B2					
Employee costs		21,873	23,209	1,336	105,062	99,649
Materials and services		18,811	20,317	1,506	90,966	88,357
Bad and doubtful debts		-	-	-	2,026	2,026
Depreciation		8,718	8,718	-	34,885	34,885
Amortisation - right of use assets		149	149	-	598	598
Borrowing costs		672	672	-	3,184	3,184
Finance costs - leases		-	-	-	55	55
Other expenses		1,254	1,713	459	5,842	5,180
Total expenses		51,477	54,778	3,301	242,618	233,934
Net surplus (deficit)		23,312	18,460	4,852	35,047	34,812

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 2024

		2024-25 ACTUAL 30 Sep 2024 \$'000	2023-24 ACTUAL 30 Jun 2024 \$'000	2024-25 AMENDED BUDGET \$'000	2024-25 ORIGINAL BUDGET \$'000
	Note				
ASSETS					
Current assets	C1				
Cash and cash equivalents		36,569	21,577	20,621	50,429
Financial assets		185,727	172,820	142,000	102,000
Trade and other receivables *		144,005	30,254	30,938	32,208
Other assets		3,715	6,577	6,003	8,104
Total current assets		370,016	231,228	199,562	192,741
Non-current assets	C2				
Property, infrastructure, plant and equipment		2,642,725	2,644,188	2,739,142	2,629,770
Investment property		6,690	6,690	6,690	6,575
Right-of-use assets		1,020	1,169	1,272	1,758
Intangible assets		1	1	1	25
Trade and other receivables		266	266	266	273
Total non-current assets		2,650,702	2,652,314	2,747,371	2,638,401
Total assets		3,020,718	2,883,542	2,946,933	2,831,142
LIABILITIES					
Current liabilities	C3				
Trade and other payables		1,631	25,837	36,076	32,911
Prepaid rates *		130,084	-	-	-
Trust funds and deposits **		16,410	4,254	4,304	6,359
Unearned income		54,059	56,518	56,368	58,616
Provisions		21,066	20,847	21,169	21,998
Interest-bearing liabilities		2,897	3,834	4,802	4,802
Lease liabilities		475	594	589	541
Total current liabilities		226,622	111,884	123,308	125,227
Non-current liabilities	C4				
Provisions		1,392	1,475	1,351	1,187
Trust funds and deposits		2,137	2,898	2,956	2,181
Interest-bearing liabilities		43,348	43,348	60,339	60,339
Lease liabilities		612	642	637	1,025
Total non-current liabilities		47,489	48,363	65,283	64,732
Total liabilities		274,111	160,247	188,591	189,959
NET ASSETS	C5	2,746,607	2,723,295	2,758,342	2,641,183
EQUITY					
Accumulated surplus		994,274	973,523	1,025,405	1,040,353
Asset revaluation reserve		1,655,211	1,655,211	1,655,211	1,530,252
Reserves		97,122	94,561	77,726	70,578
TOTAL EQUITY		2,746,607	2,723,295	2,758,342	2,641,183

NOTES TO THE STATEMENTS

Balance Sheet *(previous page)*

* *Prepaid Rates and Trade and Other Receivables*: Rate revenue (excluding supplementary rates) is accrued evenly over the year, although rate receipts 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.

** *Trust funds and deposits (current)*: Higher this quarter due to the timing of the quarterly Fire Services Property Levy payment to the State Revenue Office.

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 table in section D4 and the graph "*Restricted and Unrestricted Cash*" in **Appendix 2 Investment Analysis** of this report.

Cash inflows and outflows are inclusive of GST where applicable.

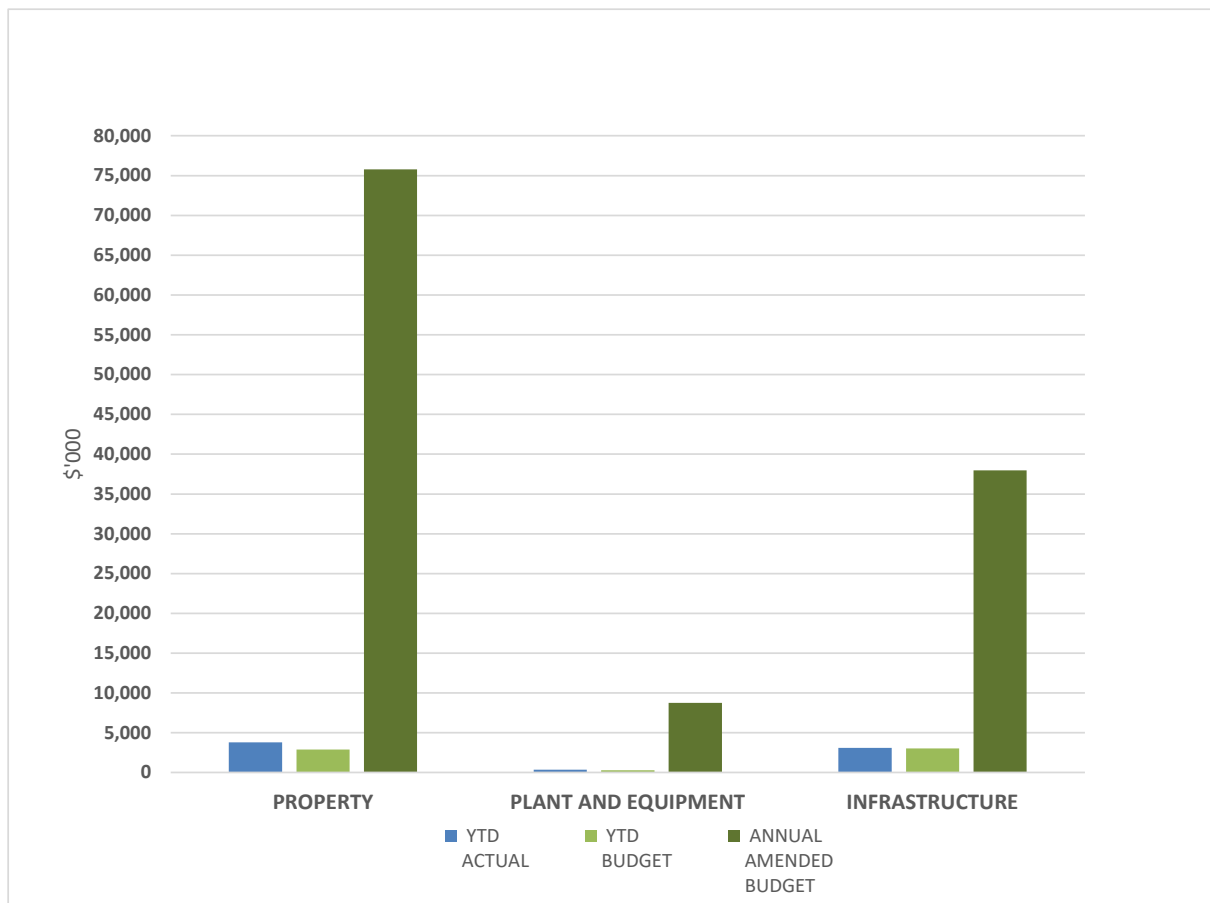
Cash Flow Statement

		2024-25 ACTUAL as at 30 Sep 2024 Inflows/ (Outflows) \$'000	2024-25 ANNUAL AMENDED BUDGET Inflows/ (Outflows) \$'000	2024-25 ANNUAL ORIGINAL BUDGET Inflows/ (Outflows) \$'000
	Notes			
Cash flows from operating activities				
Rates and charges		64,312	175,753	175,641
Statutory fees and fines		2,082	8,759	8,574
User fees		9,294	10,799	10,721
Grants - operating		10,424	37,224	37,231
Grants - capital		1,391	14,660	8,625
Contributions - monetary		882	9,973	7,676
Interest received		2,289	6,800	6,800
Trust funds and deposits taken		14,280	32,108	29,450
Other receipts		1,156	6,917	5,748
Net GST refund		3,623	18,030	14,963
Employee costs		(25,938)	(104,635)	(98,751)
Materials and services		(33,864)	(102,012)	(103,077)
Short-term, low value and variable lease payments		(100)	(683)	(683)
Trust funds and deposits repaid		(2,915)	(32,000)	(29,181)
Other payments		(1,272)	(5,972)	(5,070)
Net cash provided by operating activities	D1	45,644	75,721	68,667
Cash flows from investing activities				
Payments for property, infrastructure, plant and equipment		(13,819)	(122,499)	(93,474)
Payments for investments				
Proceeds for sale of investments		(15,156)	30,820	-
Proceeds from sale of property, infrastructure, plant and equipment		65	993	993
Net cash provided by investing activities	D2	(28,910)	(90,686)	(92,481)
Cash flows from financing activities				
Finance costs		(653)	(3,184)	(3,184)
Proceeds from borrowings		-	21,920	21,920
Repayment of borrowings		(937)	(3,961)	(3,961)
Interest paid - lease liability		(3)	(55)	(55)
Repayment of lease liabilities		(149)	(711)	(710)
Net cash used in financing activities	D3	(1,742)	14,009	14,010
Net increase (decrease) in cash and cash equivalents		14,992	(956)	(9,804)
Cash and cash equivalents at the beginning of the year		21,577	21,577	60,233
Cash and cash equivalents at the end of the period		36,569	20,621	50,429
Represented by:				
Operating cash		(144,714)	(130,965)	(94,465)
Restricted cash	D4	181,283	151,586	144,894
Total		36,569	20,621	50,429

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	3,794	2,884	(909)	8,016	75,785	58,845
PLANT AND EQUIPMENT	370	296	(74)	674	8,760	7,471
INFRASTRUCTURE	3,092	3,033	(59)	5,105	37,954	27,158
TOTAL EXPENDITURE	7,255	6,213	(1,042)	13,795	122,499	93,474





Management Accounting Result

For the period 1 July 2024 - 30 September 2024

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 2024 to 30 September 2024 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 BUDGET	VARIANCE Fav(unfav)	AMENDED BUDGET	ORIGINAL BUDGET	VARIANCE Fav(unfav)
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Income Statement						
Income	74,789	73,238	1,551	277,665	268,746	8,919
Expenditure	51,477	54,778	3,301	242,618	233,934	(8,684)
Net surplus - ongoing operations	23,312	18,460	4,852	35,047	34,812	235
Management Accounting reconciliation						
<u>Add (less) non cash items included in op result</u>						
Depreciation	8,718	8,718	-	34,885	34,885	-
Amortisation - right of use assets	149	149	-	598	598	-
Contributions non-monetary assets	-	-	-	(7,500)	(7,500)	-
Written down value of assets sold/disposed	-	-	-	160	160	-
Sub total	8,867	8,867	-	28,143	28,143	-
Net operating surplus	32,179	27,327	4,852	63,190	62,955	235
<u>Add (less) cash items not included in op result</u>						
Capital expenditure	(7,255)	(6,213)	(1,042)	(122,499)	(93,474)	(29,025)
Net transfers to (from) reserves	(2,561)	(2,496)	(65)	16,835	13,270	3,565
Repayment of borrowings	(937)	(937)	-	(3,961)	(3,961)	-
Proceeds from borrowings	-	-	-	21,920	21,920	-
Repayment of lease liabilities	(149)	(178)	29	(710)	(710)	-
Sub total	(10,902)	(9,824)	(1,079)	(88,415)	(62,955)	(25,460)
Cash surplus (deficit)	21,277	17,504	3,774	(25,225)	-	(25,225)
Accumulated surplus brought forward	-	-	-	26,014	-	26,014
Surplus position	21,277	17,504	3,774	789	-	789

The management accounting result (after removing non-cash items) on 30 September 2024 shows a favourable variance between budget and actual of \$3.78 million. The variance is due mainly to a favourable surplus from ongoing operations (\$4.85 million), caused by lower than anticipated operating expenditure and higher income, partly offset by the unfavourable variance in capital expenditure of \$1.04 million.

Notes to the Financial Statements

A. Accounting Policy Notes

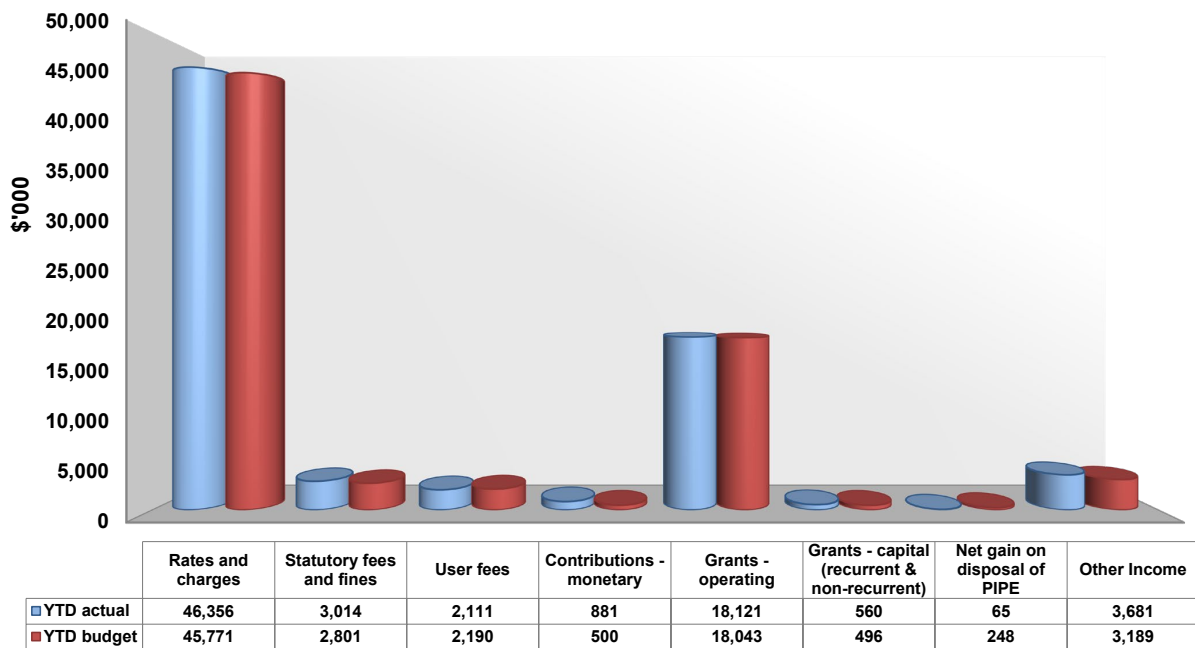
The financial report is prepared on the principles of accrual accounting. Accrual accounting recognises income when earned and expenditure when incurred, regardless of whether cash settlement has taken place. The basis of recognition of major income and expenditure in these statements are defined below.

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 Accounting Standards, AASB 15 'Revenue from Contracts with Customers' and AASB 1058 'Income of Not-For-Profit Entities', grant income is generally recognised in the Income Statement to the extent of satisfied performance obligations. Alternatively, grant funding which does not have sufficiently specific performance obligations is 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 24 June 2024. The year-to-date budget in this report reflects the Amended Budget as adopted by Council on 23 September 2024. The Amended Budget represents the adopted budget incorporating net carry forward capital and operating amounts from 2023-24.
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 (e.g. 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 2024 - 30 September 2024**



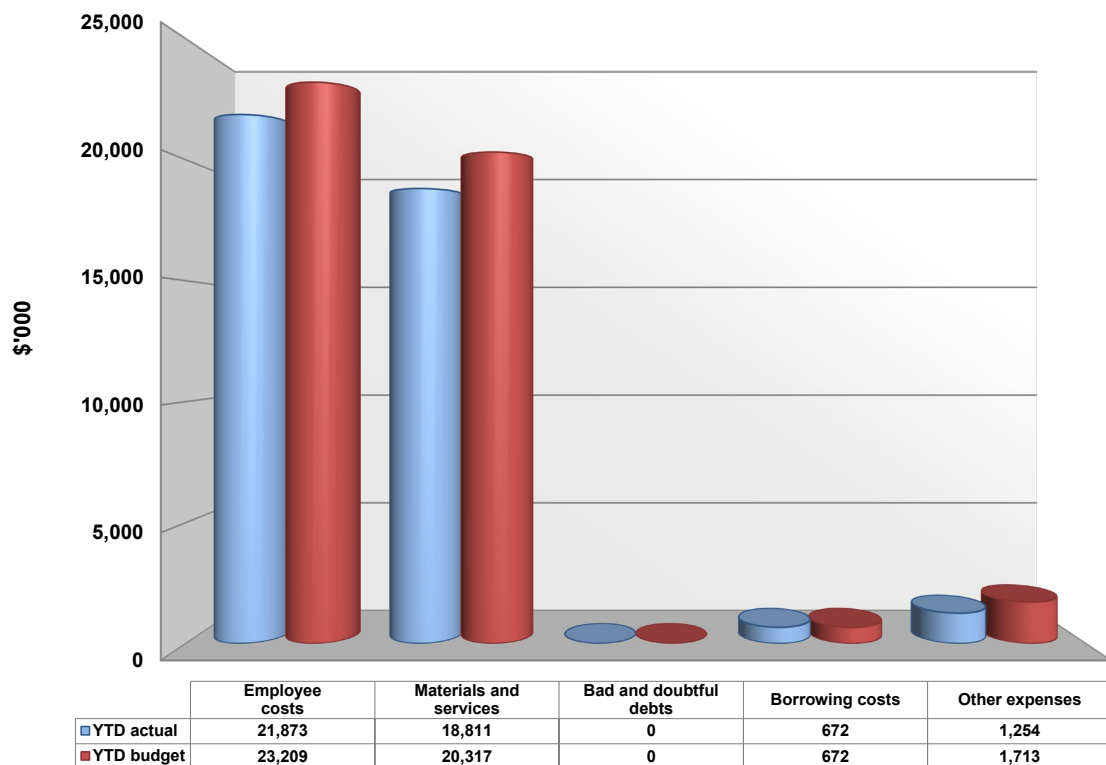
Operating income for the quarter ended 30 September 2024 is \$1.55 million favourable against budget. This is primarily due to the following:

- **Rates and charges (\$585,000 favourable)** - Mainly due to higher than anticipated supplementary rates, which will be adjusted at Mid-Year Review and transferred to Reserves (Non-Directorate \$505,000).
- **Other income (\$492,000 favourable)** - Better than anticipated interest returns on investments due to sustained high interest rates combined with greater cash and investment funds because of capital expenditure delays in the prior year (Non-Directorate \$341,000) combined with higher income from legal cost rebate (Non-Directorate \$47,000) and earlier than anticipated container deposit scheme rental (City Futures \$45,000). These items will be assessed, and any permanent variances will be reflected in the Mid-Year Budget review.
- **Contributions – monetary (\$381,000)** - Better than anticipated income from developer and public open space contributions (City Futures \$292,000) and contributions received for the Mayoral Task Force associated with Status Resolution Support Services program (CEO \$64,000). These contributions will be offset by associated expenditure and adjusted in the Mid-Year Budget.

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 2024 to 30 September 2024



Operating expenditure for the quarter ended 30 September 2024 is favourable by \$3.30 million against budget. The major variances are in materials and services and employee costs.

- **Materials and services (\$1.5 million favourable)** – The major items contributing to this favourable variance are:
 - City Futures (\$1.43 million) due to lower than anticipated tipping (the July invoice has not been received and is currently being followed up) and contract costs to date (Waste Management \$784,000), combined with lower maintenance costs particularly cyclical pruning, tree planting (Parks Services \$729,000), bridges, drains (Roads and Drains \$125,000), building maintenance (\$88,000) and graffiti removal, footpath and street furniture cleansing (Cleansing \$59,000). These favourable variances are partly offset by higher than anticipated legal costs (Strategic Design and Sustainability Planning \$248,000 and Health \$114,000). These items will be monitored and any permanent variances will be reflected in the Mid-Year Budget review.

- Lower than anticipated promotions, exhibitions and special project costs (Cultural Development \$69,000), grant program expenditure (Drug Strategy \$48,000), contractor services (Community Funding \$35,000), meals on wheels costs (Food Services \$33,000) and CCTV maintenance (Public Safety and Security \$21,000). These favourable variances are partly offset by higher than anticipated educator payments to date, which are mostly offset by higher income (Family Day Care \$108,000).
- **Employee costs (\$1.34 million)** - as depicted in the following table 30% (\$396,000) of the favourable variance relates to grant funded programs which represent a future obligation and require an acquittal, caused mainly by a delay in recruitment (mostly in Community Strengthening).

Directorate	2024-25 Variance Fav/(unfav) \$	Grant Funded Programs \$	Offset by Lower Income \$	Potential Underspend/ (overspend) 2024-25 \$
CEO Services	36,982	-	-	36,982
City Futures	343,462	17,149	70,229	256,085
Community Strengthening	876,562	378,472	193,674	304,416
Corporate Development	117,143	-	-	117,143
Non-Directorate	(37,982)	-	-	(37,982)
Total Council	1,336,167	395,621	263,903	676,643

A further \$264,000 represents favourable salary variances that are wholly offset by lower income:

- Community Care (\$378,000): Lower grant funding due to capacity to achieve target set. This is due to ongoing resourcing challenges including the inability to recruit staff due to uncertainty caused by the Aged Care Reforms combined with an ageing workforce on limited duties or Workcover.
- Statutory Planning (\$70,000): Lower income due to reduced development activity.

The remaining \$677,000 represents a potential underspend in salary costs due to a delay in recruitment of vacant positions combined with challenges in sourcing permanent skilled staff mainly in the following areas:

- Community Strengthening (\$304,000) – mainly in Maternal and Child Health (\$173,000), Family Day Care (\$87,000), Children's Support Services (\$70,000), Youth and Family Support (\$36,000) and Civic Facilities (\$28,000). These favourable variances are partly offset by higher than anticipated casual salaries in the Drum Theatre (\$82,000).
- City Futures (\$256,000) - in Statutory Planning (\$88,000), Parks Services (\$87,000), Roads and Drains (\$39,000) and Cleansing (\$24,000).
- Corporate Development (\$117,000) - in Financial Services (\$107,000), Governance, Legal & Risk (\$30,000) and Communications & Customer Experience (\$37,000).
- **Other expenses (\$459,000 favourable)** – Due mainly to timing of Fire Services Property Levy on Council properties (Non-Directorate \$220,000) and IT equipment lease rentals (CEO \$141,000).

C. Balance Sheet

Council's net assets are valued at \$2.75 billion as at 30 September 2024.

C1. Current assets

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

Cash and cash equivalents (\$36.57 million) – Represent the net amount held by Council in cash or term deposits with a term of less than 90 days.

\$181.28 million of cash and investment funds are 'restricted' for various purposes. The reduction in operating funds at 30 September 2024 is due to the classification of \$185.73 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 \$41.01 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 (\$185.73 million) – Increase in financial assets from 30 June 2024 is due to the make-up of Council's cash and investments holdings at 30 September 2024 with more investments placed with a term of over 90 days and less investments with a term of under 90 days.

Trade and other receivables (\$144.01 million) – This balance includes:

- Rate debtors \$127.38 million
- Infringement debtors of \$10.01 million (net of provision for doubtful debts).
- General debtors \$6.62 million (net of provision for doubtful debts).

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 (\$3.72 million) – This balance includes:

- Accrued income \$3.08 million – income earned but cash not yet received as at 30 September 2024 (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 \$64,000 - expenses prepaid at 30 September 2024.

C2. Non-current assets

Property, infrastructure, plant and equipment (\$2.64 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 (\$6.69 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 (\$1.02 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 (\$1,000) – Represents computer software assets. These values are reflected after recognising the associated amortisation expense.

Trade and other receivables (\$266,000) – \$191,922 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 (\$1.63 million) – This balance includes trade creditors arising from operations and capital works.

Prepaid rates (\$130.08 million) – Rate revenue (excluding supplementary rates) is accrued evenly over the year, although rate receipts are 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 (\$16.41 million) – Trust funds and deposits includes other refundable monies in respect of:

- Fire services property levy funds collected by Council on behalf of the State Government, but not yet paid on to the State Revenue Office (\$12.36 million). These monies are remitted to the State Revenue Office in accordance with legislative timeframes (28 days after each quarterly rate instalment date).
- Other deposits (\$2.40 million).
- Landscape deposits (\$978,000).
- Road deposits (\$429,000).
- Open space contributions (\$242,000).

Unearned income (\$54.06 million) – Represents income not yet earned based on specific performance obligations that were not complete at 30 September 2024 in respect of:

- Developer Contribution Plan liabilities (DCP) – (\$44.26 million).
- Operating grants (\$8.91 million).
- Other (\$549,000), mainly relating to Civic Facilities and Drum Theatre events.
- Capital grants (\$336,000).

Provisions (\$21.07 million) – This balance represents the provision for employee entitlements and landfill restoration works.

- Employee entitlements:
 - Long service leave entitlements - \$11.75 million.
 - Annual leave entitlements - \$8.47 million.
 - Rostered days off (RDO) - \$620,000.
- Landfill provision - \$229,000 - 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 (\$2.90 million) – Represents the repayment of long-term borrowings expected during 2024-25.

Lease liabilities (\$475,000) - Represents the lease repayments in respect of the right-of-use assets that are payable during 2024-25.

C4. Non-current liabilities

Debts due to be repaid in future years.

Provisions (\$1.39 million) – Represents the provisions estimated to be paid beyond the 2024-25 financial year and comprises of long service leave entitlements for employees (\$517,000) and landfill provision for restoration of Spring Valley landfill site (\$875,000) (Council's share is 19.88% of the total future estimated costs).

Trust funds and deposits (\$2.14 million) – Represents deposits that are payable beyond the 2024-25 financial year and comprises asset protection bonds of \$1.83 million, landscape deposits of \$224,000 and contractor deposits of \$84,000.

Interest-bearing liabilities (\$43.35 million) – Comprises outstanding borrowings to be repaid beyond the next 12 months.

Lease liabilities (\$612,000) – Represents 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 / Community Programs)
- 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 \$36.57 million as at 30 September 2024, an increase of \$14.99 million since 30 June 2024. Total cash and investment holdings are made up of operating cash (significantly reduced to \$144.71 million due to the classification requirement of term deposits over 90 days as financial assets) and restricted cash (\$181.28 million).

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

D1. Cash flows from operating activities – net inflow of \$45.64 million.

The major inflows are rates (\$64.31 million), trust funds and deposits taken (\$49.41 million), grants (\$11.82 million), statutory fees and fines (\$2.08 million) and user fees (\$9.29).

The major outflows are trust funds and deposits repaid (\$38.05 million), materials and services (\$33.86 million) and employee costs (\$25.94 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.

D2. Cash flows from investing activities – net outflow of \$28.91 million, including:

- \$15.16 million relates to cash outflows for term deposits with a maturity of greater than three months.
- \$13.82 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.
- \$65,000 proceeds on asset sales relating to the fleet replacement program.

D3. Cash flows from financing activities – outflow of \$1.74 million.

Council incurred \$653,000 in finance costs on its borrowings and repaid \$937,000 of existing borrowings. In addition, Council repaid \$149,000 of its lease liabilities as at 30 September 2024.

D4. Restricted cash - Funds set aside for specific purposes, as detailed in the following tables.

Type	30-Sep-24	Notes
Reserve funds	\$'000	
Council funded Development Contribution Plans (DCP) reserve	16,182	Reserved for specific expenditure in accordance with the published DCP.
Open space – planning, development and improvements	4,393	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	49,940	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	4,621	Reserved for specific maintenance expenditure relating to this area.
Spring Valley landfill rehabilitation	4,055	Rehabilitation of the Spring Valley landfill site.
Re-vegetation reserves	200	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	2,890	To fund development in the Dandenong Activity Centre.
General reserve (Aged Care)	4,127	Funds set aside for the aged care reforms.
Future maintenance reserve	4,010	Contribution funds for future works to address level crossing removal authority defects.
Total reserve funds	97,122	
Employee provisions	\$'000	
Long service leave	12,262	Funds to meet long service leave commitments.
Annual leave and other	9,092	Funds set aside to meet annual leave and rostered days off (RDO) commitments.
Employee provisions	21,354	
Trust funds and deposits	\$'000	
Fire services property levy (FSPL) collected and due	12,356	Payable to State Revenue Office – legislative requirement.
Open space contributions	242	Pending completion of works.
Landscape deposits	1,203	Pending completion of works.
Road deposits	429	Pending completion of works.
Other trust funds and deposits	4,317	Refundable upon finalisation of programs.
Total trust funds and deposits	18,547	
Other restricted funds	\$'000	
DCP unearned income	44,260	Pending completion of works by developers.
Other restricted funds	44,260	
Total restricted cash	181,283	

E. Statement of Capital Works

Total capital expenditure as at 30 September 2024 was \$7.25 million. A further \$13.8 million was committed as at the end of September. The following **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 project whereas the Capital Expenditure report details the variances separately by asset class and project.

Property

- **4201 9A Blissington Street, Springvale (\$1.01 million unfavourable)** – This is a strategic property purchase acquired for open space purposes, which will be funded by a transfer from the Open Space Acquisitions reserve and included in the Mid-Year Budget review. The property settled in August 2024.



APPENDIX 1 - CIP 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	-	-	-	51,745	562,061	-
1869. 2587-23/24 D'ning Community Hub	4,340	4,340	(0)	1,407,326	1,731,226	-
1943. Air Fryer Crowe Pavilion	-	-	-	-	15,000	-
3004. Bldg Renewal Aq/Leis D'ning Oasis	-	-	-	-	110,000	110,000
3041. Dandenong Civic Ctr Rectification	38,640	38,640	-	-	600,000	600,000
3093. Dandenong Nth Senior Citizen	-	-	-	-	65,000	65,000
3207. Bldg Renewal Aq/Leis D'ning Stadium	4,680	4,680	-	39,675	490,000	490,000
3219. 1943-20/21 Thomas Carroll Pavilion	-	-	-	45	-	-
3224. Ross Res Athletics Pav. Amenities	153	-	(153)	47,800	50,000	50,000
3267. Lois Twohig Gerry Sweet Pavilion	-	-	-	5,000	30,000	30,000
3271. Bldg Renewal Aq/Leis Gloria Pyke	-	-	-	-	32,000	32,000
3303. NP Comm Ctr Building 2	3,080	3,080	-	2,193	50,000	50,000
3324. Bldg Renewal Aq/Leis Springers	-	-	-	-	158,000	158,000
3455. Burden Park Masterplan Implem.	-	-	-	-	65,000	65,000
3479. Darren Reserve Kindergarten	-	-	-	-	90,000	90,000
3483. Dandenong Sth Kinder HVAC	-	-	-	-	40,000	40,000
3548. Keysb Sth Community Hub	1,916,148	1,916,148	-	4,667,137	21,212,975	19,736,000
3717. Springvale Reserve	-	-	-	-	552,511	-
3793. 1583-19/20 Dandenong Market Square	4,125	5,000	875	8,409	38,005	-
3820. Bldg Renewal Aq/Leis NPAC	-	-	-	-	85,000	85,000
3876. Bldg Renewal Fixt/Fitt Bathroom	74,620	74,621	0	160,686	354,000	160,000
3878. Bldg Renewal Lift	-	-	-	-	148,300	148,300
3879. 2457-23/24 Bldg Renewal Minor Wrks	2,281	2,280	(1)	5,982	19,000	-
3880. 2458-23/24 Bldg Renewal Roof	-	-	-	68,894	-	-
3883. Bldg Renewal Fixt/Fitt Kitch & Mech	236,141	236,141	-	89,755	406,000	200,000
3902. 1928-20/21 Ross Reserve Pavilion	1,388	-	(1,388)	844	-	-
3903. D'ning Mkt - 10 Yr Plan Imp	99	-	(99)	6	-	-
3904. Bldg Renewal Theatre	108	108	-	18,115	53,000	53,000
3906. 2583-23/24 Dandenong Gallery of Art	123,684	130,000	6,316	125,084	5,209,297	-
3946. Bldg Renewal Aquat/Leis	142,273	145,000	2,727	48,725	210,740	-
3955. Chandler MCH/Kinder Windows	-	-	-	-	90,000	90,000
3974. D'ning Wellbeing Centre	172,470	264,504	92,033	120,167	38,289,646	35,000,000
4001. Dandenong Market Bazaar Bird Net	-	-	-	-	185,000	185,000
4003. Springvale Res Masterplan Implem.	-	-	-	-	90,000	90,000
4067. 2570-23/24 Lyndale Sec Coll Kitchen	968	-	(968)	405,717	494,877	-
4069. 2585-23/24 Pep Redevelopment	8,620	8,620	0	364,526	1,254,465	-
4104. Security Program	-	-	-	-	220,000	220,000
4105. 2311-22/23 Police Padck Water Main	-	-	-	116,582	144,100	-
4106. 2330-22/23 D'ning Civic Hot Water	-	-	-	-	93,280	-
4126. Dandenong Day Nursery Cafe Blinds	-	-	-	-	35,000	35,000
4132. 1009-18/19 Heritage Hill (Laurel)	-	-	-	-	60,000	-
4142. 1944-20/21 Dandy Mkt Carpk Bollards	1,683	1,683	-	-	12,000	-
4144. 1925-20/21 Dandy CvcCtrLib Ccpt Des	-	-	-	2,500	6,700	-
4148. 1688-19/20 Noble Park - Mbl Lib Srv	-	-	-	1	17,356	-
4184. Dandenong Market - Lift	435	-	(435)	1,091	175,000	-
4185. Dandenong Market - Fire Services	9,100	9,100	-	37,109	743,003	-
4200. Cladding Rectification Program	-	-	-	78,000	-	-
4202. Gas Transition Program	-	-	-	-	145,000	145,000
4203. Lois Twohig Curator Shed Storage	9,212	9,212	-	141,655	176,422	176,422
4219. Bldg Renewal Fixt/Fitt Paddy O'Don	-	-	-	-	250,000	250,000
4220. Bldg Renewal Fixt/Fitt General	31,204	31,204	-	-	257,000	257,000
4221. Ian Tatterson Masterplan Implem.	-	-	-	-	30,000	30,000
4222. NPAC Pump & Pipework	-	-	-	-	5,000	5,000
4238. Bldg Renewal Fixt/Fitt Fifth Ave	-	-	-	-	200,000	200,000
4243. Frank Street Open Spaces	-	-	-	900	-	-



	YTD ACTUAL \$	YTD BUDGET \$	YTD VARIANCE \$	COMMIT \$	ANNUAL AMENDED BUDGET \$	ANNUAL ORIGINAL BUDGET \$
PROPERTY						
Leasehold Improvements						
3941. 1767-19/20 Police Padck Grandstand	-	-	-	-	433,660	-
Land						
4201. 9A Blissington Street, Springvale	1,008,134	-	(1,008,134)	-	-	-
Total property	3,793,585	2,884,359	(909,226)	8,015,668	75,784,624	58,845,722
PLANT AND EQUIPMENT						
Plant, machinery and equipment						
1188. HACC Minor works	-	-	-	-	50,000	-
1445. Fleet Renewal Program	138,950	138,270	(679)	413,584	4,017,000	2,980,000
1447. 2252-22/23 Fleet New Program	73,091	-	(73,091)	-	-	-
Library books						
3104. Library Strategy Books & Resources	111,831	111,831	-	232,107	1,100,000	1,100,000
Computers and telecommunications						
3147. Parking Machines	25,545	25,545	-	-	600,000	600,000
3740. Drum Theatre Improvements	-	-	-	5,105	10,000	10,000
3957. Audio Visual Renewal Program	-	-	-	-	59,000	59,000
4007. 1713-19/20 Merit CRM Replacement	-	-	-	-	88,050	-
4052. LRCI3 Optical Fibre Various	-	-	-	-	10,028	-
4104. Security Program	-	-	-	-	40,000	-
4153. 1346-19/20 Hemmings Pk-Radio/Wi-Fi	-	-	-	2,102	10,434	-
4154. 2358-22/23 Var Locations Pple Count	-	-	-	-	31,088	-
4162. CCTV Renewal Program	-	-	-	-	2,097,000	2,097,000
4223. Dandenong Library Book Sorter	-	-	-	-	250,000	250,000
4224. Dandenong Civic Ctr UPS Server	-	-	-	-	149,575	149,575
Fixtures, fittings and furniture						
3314. Furniture Renewal Program	20,200	20,200	-	20,200	138,000	115,000
3959. Emergency Relief Centre Equipment	-	-	-	-	60,000	60,000
4151. Public Art Renewal Program	-	-	-	920	50,000	50,000
Total plant and equipment	369,616	295,846	(73,770)	674,017	8,760,175	7,470,575
INFRASTRUCTURE						
Parks, open space and streetscapes						
3442. 2574-23/24 NPR Noble Park Revital'n	1,530	1,530	0	-	248,688	-
3581. Dandenong Memorial Cenotaph & POF	-	-	-	-	90,000	90,000
3849. 2201-22/23 Fred Wachter Playground	-	-	-	-	73,788	-
3931. 2440-23/24 Guardrail Program	-	-	-	80,519	80,000	-
3932. Passive Open Space Renewal Program	3,906	3,906	-	22,779	65,000	65,000
3973. Signage Renewal Program	-	-	-	29,540	90,000	90,000
4012. Alex Wilkie Wetlands	-	-	-	-	370,000	320,000

Note – Land 9A Blissington Street, Springvale – This is a strategic property purchase acquired for open space purposes, which will be funded by a transfer from the Open Space Acquisitions reserve and included in the Mid-Year Budget review.



	YTD ACTUAL \$	YTD BUDGET \$	YTD VARIANCE \$	COMMIT \$	ANNUAL AMENDED BUDGET \$	ANNUAL ORIGINAL BUDGET \$
Parks, open space and streetscapes						
4027. 1920-20/21 NPR Ian St Street Scape	3,331	3,331	-	6,026	62,763	-
4032. 1138-18/19 Hemmings St Precinct	-	-	-	-	130,043	-
4062. 2561-22/23 NPR Muderra Artwork	-	-	-	2,500	169,228	-
4066. George Andrews Field 2 Lighting	-	-	-	-	400,000	400,000
4124. Thomas Carroll West Oval Lighting	-	-	-	-	350,900	350,900
4134. 2465-23/24 Lighting Renewal Prg	581	-	(581)	-	-	-
4135. 2433-22/23 Arkwright Drive Wetlands	-	-	-	51,027	-	-
4163. 2469-23/24 Ligh Renew Prog-Op Space	-	-	-	88,897	410,550	-
4164. 2318-22/23 Dandy CBD-LED Upgrade	-	-	-	-	409,204	-
4167. 1869-20/21 Ian Tatt Lsr Prk LEDStg1	40,395	40,395	-	132,791	129,689	-
4175. 2576-23/24 Springvale Revit ActPLAN	-	-	-	-	250,000	-
4191. Railway Parade Shopping Centre	-	-	-	-	99,833	-
4199. Lois Twohig Oval 1 Lighting	-	-	-	-	353,000	353,000
4207. Noble Park Reserve Carpark & Picnic	5,400	5,400	-	-	60,000	60,000
4208. Warner Reserve Masterplan Implem.	8,100	8,100	-	-	80,000	80,000
4209. Dandenong Stadium Carpark Lighting	-	-	-	-	10,000	10,000
4210. Gerard Reserve Furn. & Landscape	2,000	2,000	-	-	5,000	5,000
4211. Heyington Cres Furn. & Landscape	-	-	-	-	20,000	20,000
4212. Gatley Crt Res Furn. & Landscape	2,000	2,000	-	-	5,000	5,000
4213. View Road Furn & Landscape	4,000	4,000	-	-	5,000	5,000
4214. Thornton Reserve Open Space	5,790	5,000	(790)	19,366	100,000	100,000
4215. Railway Parade Pocket Park	-	-	-	73,426	80,000	80,000
4216. Greenglade Res Furn. & Landscape	-	-	-	-	80,000	80,000
4217. Dandenong CBD Road & Ped. Lighting	-	-	-	29,683	150,000	150,000
4218. Lois Twohig Oval 1 Soccer Fencing	-	-	-	-	150,000	150,000
4234. Rosswood Tennis Lighting	-	-	-	-	400,000	400,000
4235. Greaves Res Oval 4 Lighting	-	-	-	-	584,200	584,200
4237. Barry Powell Oval 1 Fencing	-	-	-	121,470	142,000	142,000
Recreational, leisure and community facilities						
1679. Parkfield Reserve Master Plan	-	-	-	-	950,195	950,195
1859. Rowley Allan Res Masterplan Implem.	-	-	-	-	30,000	30,000
3029. Playground Improvements	-	-	-	23,098	20,000	20,000
3033. Edinburgh Res. Playground	3,200	3,200	-	-	5,000	5,000
3209. ARP Sporting Facilities	26,183	26,183	-	54,228	135,000	135,000
3631. Dandenong Park Masterplan Implem	4,500	4,500	-	-	50,000	50,000
3925. ARP Fencing Program	25,917	24,040	(1,877)	103,985	200,000	200,000
4031. 1499-19/20 Ross Reserve SoccerPitch	(129)	-	129	200,052	-	-
4120. 2475-23/24 Ross Reserve Ath Track	-	-	-	-	321,360	-
4125. Greaves Reserve Masterplan	21,800	21,800	-	-	40,000	40,000
4135. 2433-22/23 Arkwright Drive Wetlands	-	-	-	-	178,006	-
4157. 2209-22/23 Springvale Rsv - Playgrd	-	-	-	-	46,993	-
4161. 2203-22/23 Fred. Wachtr. Rsv-RecDes	-	-	-	28,270	58,360	-
4195. Barry Powell Masterplan Implem.	16,990	16,990	-	-	708,673	90,000
4205. Pencil Park Hid Grv - Playgrd	-	-	-	7,495	80,000	80,000
4206. ARP Goal Post Program	9,395	10,000	605	51,508	80,000	80,000
4221. Ian Tatterson Masterplan Implem.	-	-	-	7,850	80,000	80,000
4229. ISDP Fotheringham Res Oval Drainage	8,550	8,550	-	9,000	250,000	250,000
4230. ISDP Ian Tatterson Oval 1 Drainage	-	-	-	9,000	400,000	400,000
4231. ISDP Coomoorra Res. East Drainage	-	-	-	9,000	100,000	100,000
4232. ISDP Dandenong Park Irrigation	5,613	5,613	-	1,985	40,000	40,000
4233. Greaves Res Fit Playgrd Rec'n Zone	7,000	7,000	-	-	300,000	300,000
4240. Alex Nelson Ground Scoreboard	-	-	-	61,736	85,000	85,000

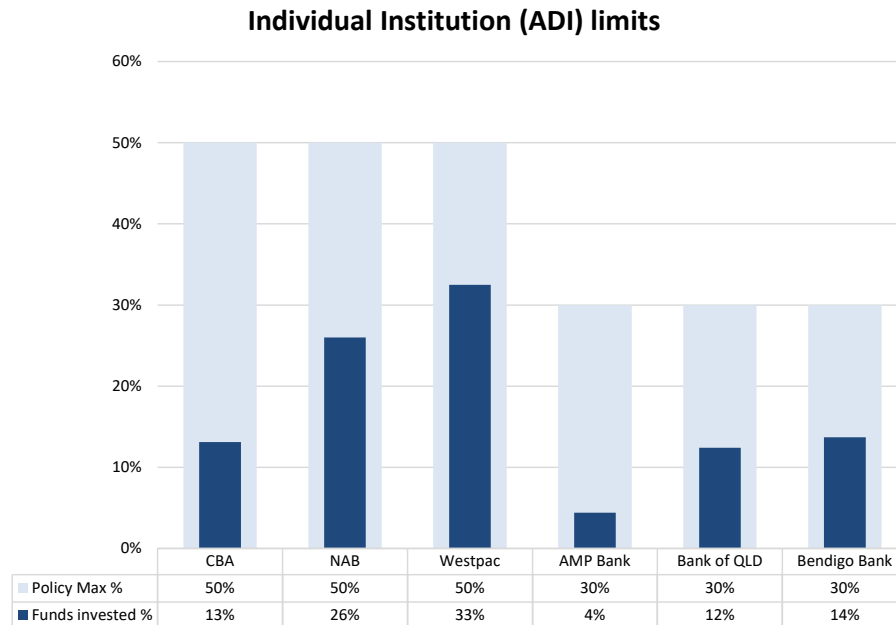


	YTD ACTUAL \$	YTD BUDGET \$	YTD VARIANCE \$	COMMIT \$	ANNUAL AMENDED BUDGET \$	ANNUAL ORIGINAL BUDGET \$
Roads						
3231. Road Reconstruction Program	1,247,069	1,247,069	(0)	976,918	8,527,105	6,446,941
3373. 2441-23/24 Kerb & Channel Renewal	22,973	-	(22,973)	-	-	-
3404. Black Spot - Brady Rd, Dandenong	3,350	3,350	-	36,980	1,168,902	-
3418. 2582-23/24 LATM New Program	19,135	19,135	(0)	6,343	40,213	-
3752. 2445-23/24 Roads to Recovery Prg	10,000	-	(10,000)	260,594	-	-
3753. Road Resurfacing Program	193,346	193,346	-	374,836	4,940,716	4,940,716
3754. Road Rehabilitation Program	-	-	-	5,000	1,425,548	1,425,548
3942. 1784-20/21 Black Spot Works Program	-	-	-	44,579	-	-
3992. DCP Perry Rd Widening Green-Pacific	517,902	517,902	0	1,341,868	6,745,880	4,987,410
4059. 2557-22/23 OUTLOOK DVE BLACKSPC	18,453	-	(18,453)	19,646	-	-
4060. 2558-22/23 RAILWAY PDE BLACKSPO	136,514	136,514	-	178,485	410,945	-
4061. 2559-22/23 Browns Rd Blackspot PG	15,252	15,252	-	8,921	68,367	-
4064. 2563-22/23 NPR Laneway Activation	2,010	-	(2,010)	421	-	-
4187. Black Spot Prog.- Hammond Rd Lodgis	1,450	1,000	(450)	-	86,354	-
4188. Black Spot Prog.-Athol Rd/Springval	46,495	46,495	-	12,745	311,904	-
4189. Black Spot Prog.-View Rd, S/Vale	1,900	-	(1,900)	14,760	247,584	-
4190. Black Spot - Woodlee St, Dandenong	9,450	8,200	(1,250)	7,469	174,423	-
4225. Dandenong Market Road Safety	1,170	-	(1,170)	15,100	175,000	175,000
Bridges						
4034. 2243-22/23 LRCI3 Hammond Rd Bridge	-	-	-	-	66,575	-
Footpath and cycleways						
1747. Barry Powell Masterplan Implem.	-	-	-	-	100,000	100,000
3174. 2581-23/24 Active Transport ATIPP	247,912	247,913	1	1,854	247,913	-
3355. Footpath Renewal Program	324,916	324,916	-	515,564	757,217	757,217
4239. Langhorne Place Decking	-	-	-	-	200,000	200,000
Off street car parks						
4003. Springvale Res Masterplan Implem.	3,670	3,670	-	-	50,000	50,000
4033. 1914-20/21 LRCI3 The Crescent	-	-	-	-	19,616	-
4049. 2288-22/23 LRCI3 Robert Booth-Bess	-	-	-	-	14,243	-
4186. D'nong Market - CarPark Recitificat	8,250	8,250	-	11,300	225,000	-
Drainage						
4010. 2230-22/23 LRCI2 Callander Rd	13,700	15,000	1,300	1,835	299,791	-
4156. 1798-20/21 Victoria Avenue New GPT	18,515	18,515	-	-	238,627	-
4226. Drainage Renewal Works Program	-	-	-	35,349	1,000,000	1,000,000
4227. Drainage Reactive Works Program	22,627	22,627	-	9,646	600,000	600,000
Total infrastructure	3,092,112	3,032,693	(59,418)	5,105,443	37,954,396	27,158,127
GRAND TOTAL	7,255,313	6,212,899	(1,042,414)	13,795,128	122,499,195	93,474,424

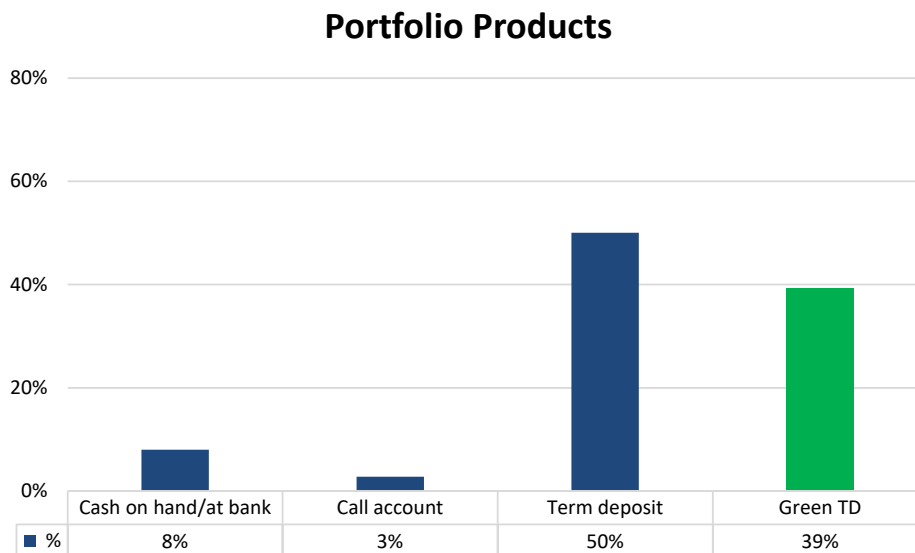
CIP Glossary

Abbrev.	Description
ARP	Active Reserves Program
ATIPP	Active Transport Infrastructure Priority Program
CBD	Central Business District
CRM	Customer Relationship Management
DCP	Development Contributions Plan
GPT	Gross Pollutant Trap
HACC	Home and Community Care
HVAC	Heating, Ventilation and Air Conditioning
ISDP	Irrigation and/or Sportsground Drainage Program
LED	Light-Emitting Diode
LRCI	Local Roads Community Infrastructure
NP	Noble Park
NPAC	Noble Park Aquatic Centre
NPR	Noble Park Revitalisation
PEP	Precinct Energy Plant
POF	Pillars of Freedom
UPS	Uninterruptible Power Supply

APPENDIX 2 – Investment Analysis

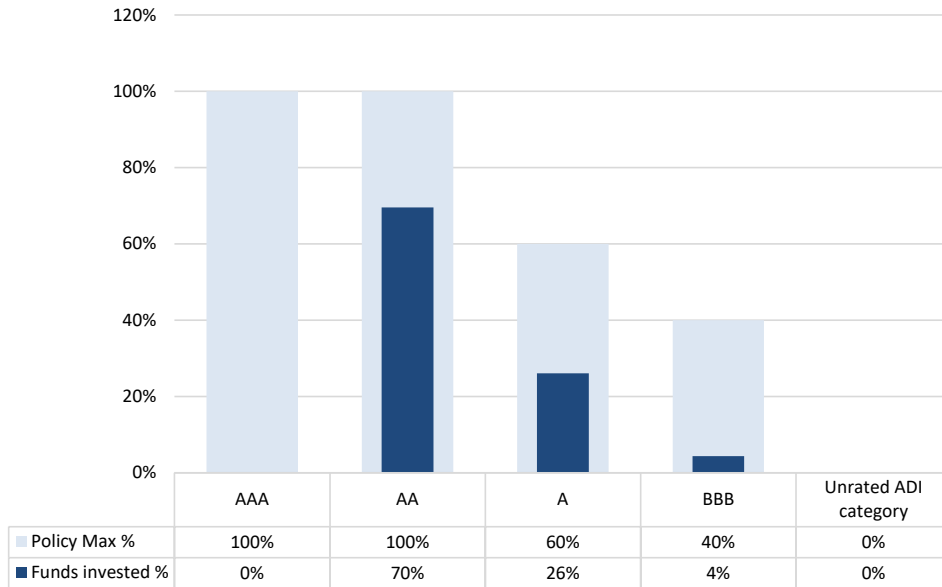


Policy limit – Council's Investment Policy limits funds invested in AAA category Authorised Deposit Institutions (ADI) to a maximum of 60%, 50% with AA category or major bank, 40% with A category ADIs, 30% with BBB category ADIs and 0% in unrated ADIs.

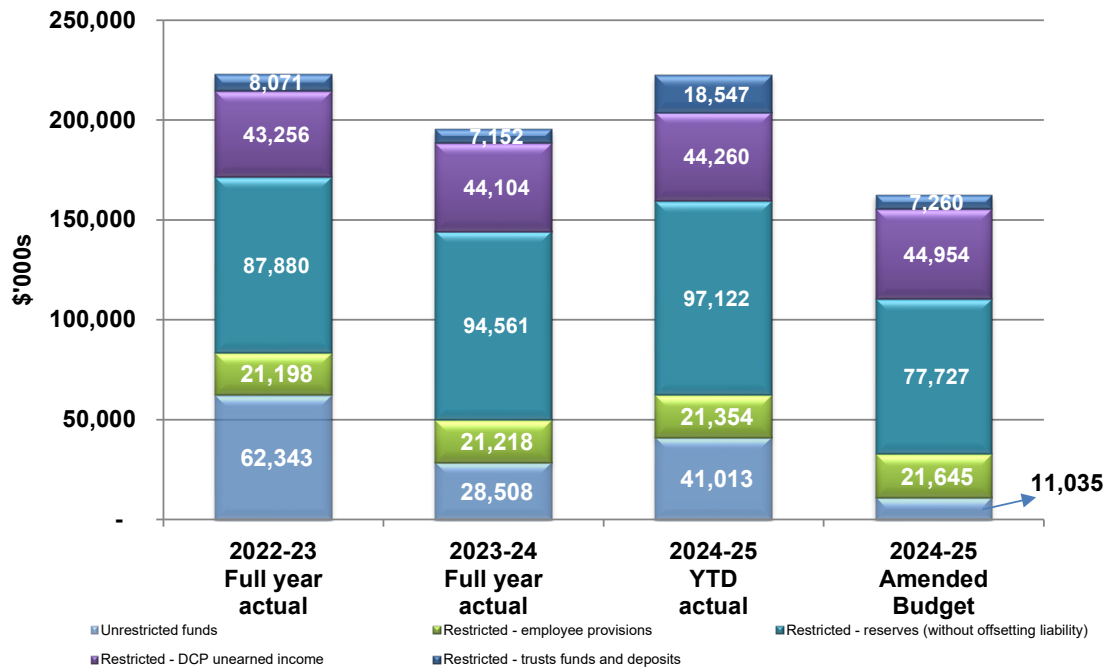


Note: Green deposits: 39% (or \$87.1 million) was invested at 30 September 2024. These investments are certified against Climate Bonds Initiative – Climate Bonds Standard, the same certification as green bonds. Investments held with Bendigo Bank fall under this category as this institution does not invest in fossil fuels.

Investment portfolio by credit rating



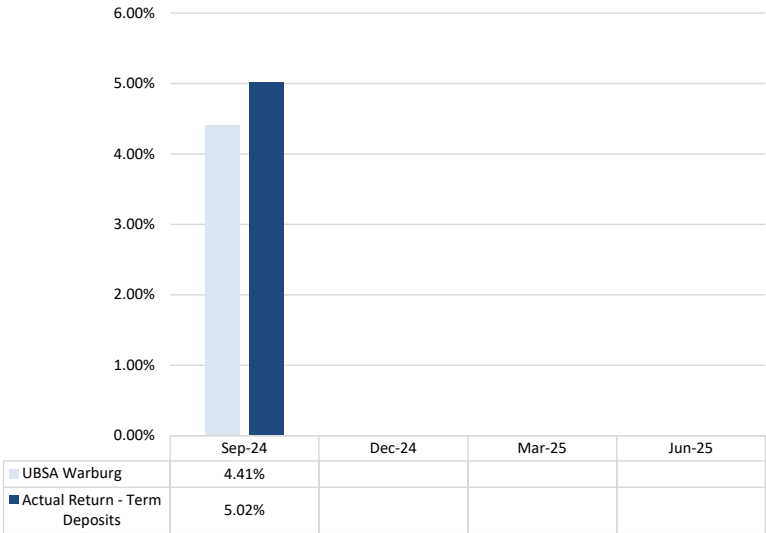
Restricted and unrestricted cash balances



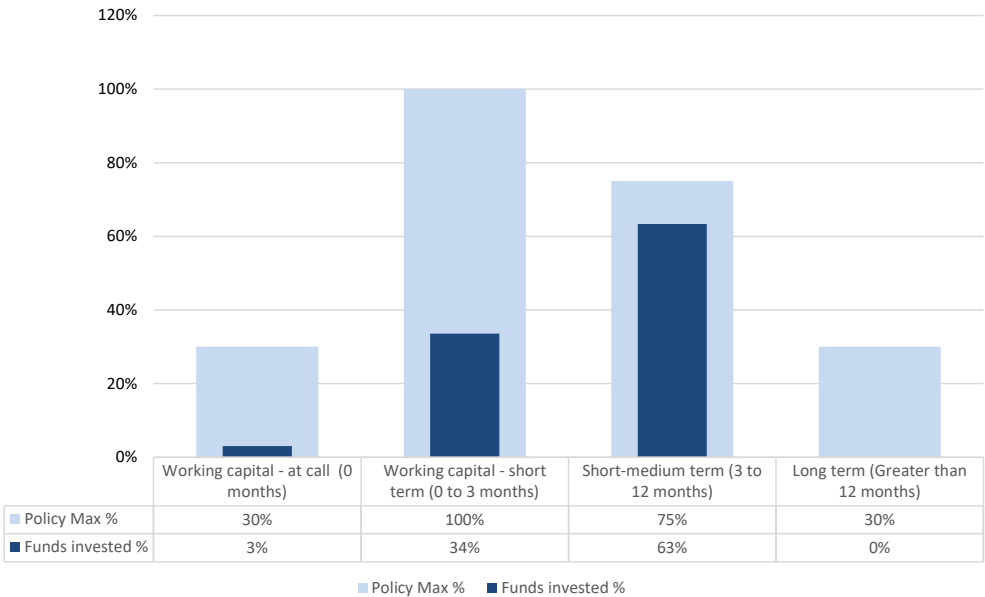
Note – the unrestricted cash balance at 30 September 2024 does not reconcile to the Statement of Cash Flows for the purposes of the above graph as the term deposits over 90 days classified as ‘financial assets’ have been included as cash here.



Benchmark Indicator - Term Deposits



Maturity Targets



Note - 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	99	-	99	20	20
Corporate Development	412	410	2	1,962	1,962
City Futures	10,105	9,889	216	41,644	40,890
Community Strengthening	9,301	9,047	254	36,100	35,219
Non-Directorate ^(a)	54,351	53,396	955	176,514	176,514
Capital Works Program	521	496	25	21,585	14,301
Total income	74,789	73,238	1,551	277,825	268,906
Expenses					
Chief Executive Office	4,725	4,838	113	13,493	13,305
Corporate Development	5,794	5,921	127	19,281	19,234
City Futures	15,550	17,327	1,777	94,523	92,110
Community Strengthening	15,746	16,806	1,060	73,986	67,950
Non-Directorate ^(a)	9,662	9,886	224	41,495	41,495
Capital Works Program	-	-	-	-	-
Total expenses	51,477	54,778	3,301	242,778	234,094
Net surplus (deficit)	23,312	18,460	4,852	35,047	34,812

Footnotes:

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

General 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						
Grants - operating		34	-	34	20	20
Contributions - monetary	1	64	-	64	-	-
Other income		1	-	1	-	-
Total income		99	-	99	20	20
Expenses						
Employee costs		1,446	1,483	37	6,446	6,446
Materials and services	2	3,186	3,121	(65)	6,281	6,241
Other expenses	3	93	234	141	766	618
Total expenses		4,725	4,838	113	13,493	13,305
Net surplus (deficit)		(4,626)	(4,838)	212	(13,473)	(13,285)

BUSINESS UNITS

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
CEO	-	-	-	-	-
Digital Technology	1	-	1	-	-
Strategic Growth & Advocacy	98	-	98	20	20
Total income	99	-	99	20	20
Expenses					
CEO	210	206	(4)	710	710
Digital Technology	3,331	3,408	77	8,558	8,558
Strategic Growth & Advocacy	1,184	1,224	40	4,225	4,037
Total expenses	4,725	4,838	113	13,493	13,305
Net surplus (deficit)	(4,626)	(4,838)	212	(13,473)	(13,285)



Chief Executive Office

Income

Note 1 Contributions - monetary (\$64,000 favourable) – Due to contributions received for the Mayoral Task Force associated with Status Resolution Support Services (Community Development \$64,000). These contributions will be offset by associated expenditure and adjusted in the Mid-Year Budget.

Expenditure

Note 2 Materials and services (\$65,000 unfavourable) – Due to Empowering Communities grant funded expenditure occurring in this line item, but the budget is included in 'other expenses'.

Note 3 Other expenses (\$141,000 favourable) – Due to lower than expected IT equipment lease rentals to date which is expected to balance over the year (Technical Services \$63,000) coupled with grant expenditure occurring in 'materials and services' but budgeted here (see note 2 above) (Empowering Communities \$80,000).

CORPORATE DEVELOPMENT 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		35	28	7	100	100
User fees		8	2	6	9	9
Grants - operating		2	-	2	-	-
Other income		367	380	(13)	1,853	1,853
Total income		412	410	2	1,962	1,962
Expenses						
Employee costs	4	2,832	2,949	117	12,779	12,759
Materials and services		2,777	2,771	(6)	5,626	5,599
Other expenses		185	201	16	876	876
Total expenses		5,794	5,921	127	19,281	19,234
Net surplus (deficit)		(5,382)	(5,511)	129	(17,319)	(17,272)

BUSINESS UNITS

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Corporate Development Executive	-	-	-	-	-
Governance, Legal & Risk	374	368	6	1,768	1,768
Financial Services	36	42	(6)	194	194
People and Change	2	-	2	-	-
Total income	412	410	2	1,962	1,962
Expenses					
Corporate Development Executive	191	195	4	825	825
Communications & Customer Experience	1,040	1,046	6	4,464	4,464
Governance, Legal & Risk	2,662	2,727	65	6,134	6,135
Financial Services	1,094	1,163	69	4,663	4,643
People and Change	807	790	(17)	3,195	3,167
Total expenses	5,794	5,921	127	19,281	19,234
Net surplus (deficit)	(5,382)	(5,511)	129	(17,319)	(17,272)

Corporate Development Directorate

Expenditure

Note 4 Employee costs (\$117,000 favourable) – Due to delay in recruitment of vacant positions (Financial Services \$107,000, Communications & Customer Experience \$37,000 and Governance, Legal & Risk \$30,000). This favourable variance is partly offset by higher salary costs for the temporary Senior Advisor, Organisation Capability position which will be adjusted in the Mid-Year Budget (People and Change Executive \$77,000).

CITY FUTURES 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		6,829	6,810	19	27,248	27,248
Statutory fees and fines	5	669	737	(68)	2,949	2,949
User fees		1,374	1,360	14	5,980	5,980
Grants - operating		-	-	-	272	432
Grants - capital	6	64	-	64	-	-
Contributions - monetary	7	792	500	292	2,000	2,000
Asset sales	8	65	248	(183)	993	993
Other income	9	312	234	78	2,202	1,288
Total income		10,105	9,889	216	41,644	40,890
Expenses						
Employee costs	10	7,100	7,444	344	32,823	32,501
Materials and services	11	8,372	9,806	1,434	61,252	59,159
Bad and doubtful debts		-	-	-	16	16
Carrying amount of assets sold		-	-	-	160	160
Other expenses		78	77	(1)	272	272
Total expenses		15,550	17,327	1,777	94,523	92,108
Net surplus (deficit)		(5,445)	(7,438)	1,993	(52,879)	(51,218)

CITY FUTURES DIRECTORATE

BUSINESS UNITS

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
City Futures Exec.	-	-	-	-	-
Business Development & Investment	68	15	53	234	394
Chief Engineering & Major Projects	11	6	5	36	36
Infrastructure Services	7,239	7,196	43	30,044	29,130
Building & Compliance Services	378	367	11	2,836	2,836
Statutory Planning	1,019	952	67	3,809	3,809
Strategic & Environmental Planning	1	6	(5)	26	26
Transport & Civil Development	1,389	1,347	42	4,659	4,659
Total income	10,105	9,889	216	41,644	40,890
Expenses					
City Futures Exec.	119	114	(5)	493	493
Business Development & Investment	741	812	71	3,698	3,476
Chief Engineering & Major Projects	2,778	2,841	63	13,980	13,929
Infrastructure Services	8,093	9,953	1,860	60,622	58,697
Building & Compliance Services	1,302	1,116	(186)	4,685	4,488
Statutory Planning	636	809	173	3,375	3,375
Strategic & Environmental Planning	900	645	(255)	2,741	2,741
Transport & Civil Development	981	1,037	56	4,929	4,909
Total expenses	15,550	17,327	1,777	94,523	92,108
Net surplus (deficit)	(5,445)	(7,438)	1,993	(52,879)	(51,218)

Income

Note 5 Statutory fees and fines (\$68,000 unfavourable) - Due to lower than anticipated fee and fine income to date (Statutory Planning \$78,000, Civil Development and Design \$52,000 and Building \$11,000).

This is partially offset by higher than anticipated Health fine income to date (\$85,000).

Note 6 Grants - capital (\$64,000 favourable) – Due to an incorrect account allocation that will be resolved in October, should have been allocated to the Capital Program.

Note 7 Contributions – monetary (\$292,000 favourable) – Better than anticipated income from developer and public open space contributions to date. The developer contribution will be offset by associated expenditure and reflected in the Mid-Year Budget review (Parks Services \$155,000). The nature of public open space contributions makes timing difficult to predict and these contributions are transferred to reserves (Statutory Planning \$137,000).



Note 8 Asset sales (\$183,000 unfavourable) – Due to lower than anticipated sale of vehicles to date (Fleet Management \$183,000).

Note 9 Other income (\$78,000 favourable) – Due to higher than anticipated income from royalties, recoveries and container deposit scheme rental (Waste Management \$51,000 and Asset Protection \$29,000).

Expenditure

Note 10 Employee costs (\$344,000 favourable) – Due mainly to the delay in recruitment of vacant positions (Statutory Planning \$158,000, Parks Services \$87,000, Roads and Drains \$39,000, and Cleansing \$24,000. The favourable variance in Statutory Planning more than offsets the unfavourable variance in permit fee income.

Note 11 Materials and services (\$1.43 million favourable) - Favourable variance due to lower than anticipated tipping (the July invoice has not been received and is currently being followed up) and contract costs to date (Waste Management \$784,000), combined with lower maintenance costs particularly cyclical pruning, tree planting (Parks Services \$729,000), bridges, drains (Roads and Drains \$125,000), building maintenance (\$88,000) and graffiti removal, footpath and street furniture cleansing (Cleansing \$59,000).

This favourable variance is partially offset by higher than anticipated legal costs (Strategic Design and Sustainability Planning \$248,000 and Health \$114,000). These items will be monitored and any permanent variance will be reflected in the Mid-Year Budget review.

COMMUNITY STRENGTHENING 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	12	2,309	2,036	273	7,924	7,924
User fees	13	729	828	(99)	3,823	3,823
Grants - operating		5,751	5,708	43	22,576	21,695
Other income		512	475	37	1,777	1,777
Total income		9,301	9,047	254	36,100	35,219
Expenses						
Employee costs	14	10,456	11,334	878	51,805	46,731
Materials and services	15	4,380	4,492	112	17,302	16,854
Bad and doubtful debts		-	-	-	2,010	2,010
Other expenses	16	910	980	70	2,869	2,355
Total expenses		15,746	16,806	1,060	73,986	67,950
Net surplus (deficit)		(6,445)	(7,759)	1,314	(37,886)	(32,731)

BUSINESS UNITS

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Community Strengthening Executive	-	-	-	-	-
Community Wellbeing	3,730	3,215	515	14,018	13,138
Community Care	1,512	2,071	(559)	9,787	9,786
Community Arts, Culture and Libraries	1,569	1,528	41	2,786	2,786
Safe, Active & Connected Communities	138	155	(17)	551	551
Community Amenity	2,352	2,078	274	8,958	8,958
Total income	9,301	9,047	254	36,100	35,219
Expenses					
Community Strengthening Executive	148	116	(32)	654	654
Community Wellbeing	4,662	5,378	716	25,384	20,058
Community Care	2,992	3,199	207	14,413	14,042
Community Arts, Culture and Libraries	3,560	3,563	3	13,761	13,610
Safe, Active & Connected Communities	2,549	2,680	131	9,625	9,465
Community Amenity	1,798	1,814	16	9,911	9,911
Special Projects	37	56	19	238	210
Total expenses	15,746	16,806	1,060	73,986	67,950
Net surplus (deficit)	(6,445)	(7,759)	1,314	(37,886)	(32,731)



Community Strengthening Directorate

Income

Note 12 Statutory fees and fines (\$273,000 favourable) - Due to better than anticipated income from parking infringements and statutory recoveries to date (Parking Management \$301,000). These items will be monitored and any permanent variance will be reflected in the Mid-Year Budget review.

This favourable variance is partially offset by lower litter and local law statutory fines (General Law Enforcement \$43,000).

Note 13 Users fees (\$99,000 unfavourable) – Due to lower than anticipated fees to date (Home and Community Care \$41,000, The Drum Theatre \$24,000 and HACC – Home Maintenance \$14,000).

Expenses

Note 14 Employee costs (\$878,000 favourable) –

Community Strengthening	2024-25 Variance Fav/(unfav) \$	Grant Funded Programs \$	Offset by Lower Income \$	2024-25 Potential Underspend/ (overspend) \$
COMMUNITY AMENITY	68,944	0	0	68,944
COMMUNITY ARTS, CULTURE & LIBRARIES	(105,181)	0	0	(105,181)
COMMUNITY CARE	193,674	0	193,674	0
COMMUNITY STRENGTHENING EXECUTIVE	(36,877)	0	0	(36,877)
COMMUNITY WELLBEING	760,855	378,472	0	382,384
SAFE, ACTIVE & CONNECTED COMMUNITIES	(6,815)	0	0	(6,815)
SPECIAL PROJECTS	1,962	0	0	1,962
Grand Total	876,562	378,472	193,674	304,416

The \$878,000 favourable employee cost variance to 30 September can be broken down as follows:

- \$378,000 relates to grant funded programs in Community Wellbeing which represent a future obligation and require an acquittal, caused mainly by a delay in recruitment (Pre-School Field Officer \$100,000, Child First \$65,000, Playgroups Initiative \$59,000, Drug Strategy \$58,000, 3-year-old Kindergarten Planning \$50,000, Healthy Children & Young People \$21,000 and Enhanced MCH program \$18,000).
- \$194,000 in Community Care represents a favourable salaries variance that is more than offset by lower grant funding due to lower than anticipated achievement of targets. This is due to ongoing resourcing challenges including the inability to recruit staff due to uncertainty caused by the Aged Care Reforms combined with an ageing workforce on limited duties or Workcover.
- The remaining \$304,000 favourable employee cost variance represents a potential underspend in salary costs in the following areas caused by a delay in recruitment of vacant positions:
 - Maternal and Child Health (\$173,000)
 - Family Day Care (\$87,000)
 - Childrens' Support Services (\$70,000)
 - Youth and Family Support (\$36,000)



-
- Civic Facilities (\$28,000)
 - Library Services (\$27,000)

These favourable variances are partly offset by higher than anticipated casual salaries in The Drum Theatre (\$82,000) and Community Precinct Operations (\$51,000). These unfavourable variances will be monitored and reviewed in the Mid-Year Budget.

Note 15 Materials and services (\$112,000 favourable) – Due to lower than anticipated promotions, exhibitions and special project costs (Cultural Development \$69,000), grant program expenditure (Drug Strategy \$48,000), contractor services (Community Funding \$35,000), meals on wheels costs (Food Services \$33,000) and CCTV maintenance (Public Safety and Security \$21,000).

The favourable balance is partly offset by higher than anticipated educator payments to date, which are mostly offset by higher income (Family Day Care \$108,000).

Note 16 Other expenses (\$70,000 favourable) – Due to lower than anticipated community grants, sponsorship and partnership payments to date (Community Funding \$76,000).

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	17	39,528	38,962	566	148,928	148,928
Grants - operating		12,335	12,335	-	13,069	13,069
Contributions - non-monetary		-	-	-	7,500	7,500
Other income	18	2,488	2,099	389	7,017	7,017
Total income		54,351	53,396	955	176,514	176,514
Expenses						
Employee costs		38	-	(38)	1,209	1,209
Materials and services		97	126	29	504	504
Depreciation		8,717	8,718	1	34,886	34,886
Amortisation - right of use assets		149	149	-	598	598
Borrowing costs		672	672	-	3,184	3,184
Finance costs - leases		-	-	-	55	55
Other expenses	19	(11)	221	232	1,059	1,059
Total expenses		9,662	9,886	224	41,495	41,495
Net surplus (deficit)		44,689	43,510	1,179	135,019	135,019

BUSINESS UNITS

	YTD ACTUAL \$'000	YTD BUDGET \$'000	YTD VARIANCE \$'000	ANNUAL AMENDED BUDGET \$'000	ANNUAL ORIGINAL BUDGET \$'000
Income					
Corporate Accounting	54,351	53,396	955	176,514	176,514
Total income	54,351	53,396	955	176,514	176,514
Expenses					
Corporate Accounting	9,662	9,886	224	41,495	41,495
Total expenses	9,662	9,886	224	41,495	41,495
Net surplus (deficit)	44,689	43,510	1,179	135,019	135,019

Note - 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.



Non-Directorate

Income

Note 17 Rates and charges (\$566,000 favourable) – Mainly due to higher than anticipated supplementary rates (Corporate Accounting \$505,000) and higher than anticipated Maintenance Levy from Keysborough South Development (\$62,000), which will be transferred to reserves and adjusted in the Mid-Year Review.

Note 18 Other income (\$389,000 favourable) – Better than anticipated interest returns on investments due to sustained high interest rates combined with greater cash and investment funds because of capital expenditure delays in the prior year (\$341,000) and an unanticipated legal cost rebate (Corporate Accounting \$47,000). These items will be assessed during the Mid-Year Budget review.

Expenditure

Note 19 Other expenses (\$232,000 favourable) – Favourable variance due mainly to Fire Services Property Levy on Council properties occurring later than expected (\$220,000).



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		496	496	-	14,462	8,625
Contributions - monetary		25	-	25	7,123	5,676
Total income		521	496	25	21,585	14,301
Net surplus (deficit)		521	496	25	21,585	14,301

Notes not required for this directorate.

APPENDIX 4 - Operating Initiatives

Operating initiative project	2024-25 YTD Actuals \$	2024-25 YTD Budget \$	YTD Var. (Unfav) / Fav	2024-25 Original Budget \$	Project update 30 September
City Futures					
Spring Valley Open Space Master Plan (former landfill site)	-	-	-	60,000	Stage One community consultation occurred over four weeks from 22 July to 18 August, focusing on seeking ideas and suggestions on what the community would like to see included or improved at Spring Valley Reserve. Council officers are currently working through the feedback received which will inform the development of the draft master plan.
Cyber Risk High Security Access Upgrade	-	-	-	95,000	A project plan including stakeholder consultation, design, procurement and handover is expected to be prepared by the end of October with expenditure to occur by February 2025.
Urban Forest Strategy Implementation - Landscape Improvements (seven parks per annum)	-	-	-	80,000	Preliminary survey work planned for Quarter 2 and expenditure anticipated in Quarter 4 to coincide with tree planting season.
Noble Park Revitalisation program	-	-	-	18,000	Place activation grant scheme underway. Three successful grant applications. Money to successful applicants will be issued in October.
Springvale Revitalisation Action Plan (implementation of actions)	-	-	-	100,000	Consultant for Multicultural Place engaged. Audit work complete. Concept design underway. Payment to consultants will be end of October.
Gas Transition Feasibility Report - Noble Park Aquatic Centre	-	-	-	30,000	Consultant engaged and the final report and invoice expected by end of October.
Sub-total	-	-	-	383,000	



Operating initiative project	2024-25 YTD Actuals \$	2024-25 YTD Budget \$	YTD Var. (Unfav) / Fav	2024-25 Original Budget \$	Project update 30 September
Community Strengthening					
Heritage Hill Interpretation Development	-	-	-	15,000	This project had been paused while Cultural Venues report was underway and is now completed. The Cultural Venues review was to provide recommendations on a cohesive overall vision and purpose of Council's Cultural venues which are delivered against the Arts, Culture and Heritage Strategy 2022–2026 and to inform planning / projects on cultural infrastructure. It is anticipated that the project will commence in early 2025.
Contribution to Noble Park Country Fire Authority for Automated External Defibrillator (AED) Cabinet	-	-	-	2,000	Consultation with the Captain of Noble Park Country Fire Authority about the cabinet in progress and expecting further update by the end of October
Sub-total	-	-	-	17,000	
Total	-	-	-	400,000	

Notes:

The reporting on operating initiatives excludes the following:

- salary related initiatives
- operating initiatives that add to an existing budget (for example, "Greening Our City" tree strategy)
- ongoing initiatives (greater than one year)
- carry overs of prior year operating initiatives



4.3 OTHER

4.3.1 South East Leisure Pty Ltd - Appointment of Board Members

Responsible Officer:

Executive Director Community Strengthening

Attachments:

1. CONFIDENTIAL REDACTED - Kirstan Corben CV - Chair - SEL [4.3.1.1 - 5 pages]
2. CONFIDENTIAL REDACTED - John T Nguyen CV - NED [4.3.1.2 - 6 pages]
3. CONFIDENTIAL REDACTED - Caroline Patrick CV - NED [4.3.1.3 - 5 pages]

This report contains an attachment which is deemed confidential under s 3(1)(i) of the *Local Government Act* 2020. It contains internal arbitration information, being information specified in section 145 of the *Local Government Act* 2020.

Officer Recommendation

That Council APPOINTS:

1. **Kirstan Corben to the position of Chair and Non-Executive Director of South East Leisure Pty Ltd, a 100% Council owned subsidiary, for a period of three (3) years, commencing 1 January 2025 and concluding 31 December 2028 (inclusive); and**
2. **John Nguyen and Caroline Patrick as Non-Executive Directors of South East Leisure Pty Ltd, a 100% Council owned subsidiary, for a period of two (2) years commencing on 1 January 2025 and concluding 31 December 2027 (inclusive).**

Executive Summary

1. In February 2021, Council endorsed the establishment of South East Leisure, a proprietary company limited for the purpose of managing Councils major leisure facilities.
2. South East Leisure was established and commenced trading on 1 July 2022.
3. A Board was established, with a Chair and four (4) Non-Executive Directors appointed for a term of three (3) years, which expired on 30 June 2024.
4. In line with Clause 9 of the Constitution that governs South East Leisure, at the Council meeting on 26 June 2024, Council resolved to extend the term of three (3) Non-Executive Directors, and recruit three (3) new Director's (including a Chair) to be appointed to the Board using a staggered approach to ensure continuity of Board leadership and governance.
5. Following a competitive recruitment process undertaken, three (3) candidates are recommended for appointment to the South East Leisure Board.



Background

6. After consideration of various management models, Council determined to establish a proprietary company limited to manage the following four major aquatic and leisure facilities in the City of Greater Dandenong from 1 July 2022:
 - Dandenong Oasis Aquatic Centre
 - Noble Park Aquatic Centre
 - Springers Leisure Centre
 - Dandenong Stadium
7. Following Council's resolution, South East Leisure Pty Ltd (SEL) was legally established and began several key governance processes including the establishment of a Company Constitution and Board of Directors to ensure it was ready to manage the facilities from this date.
8. Council's resolution on 8 February 2021 also included the establishment and appointment of a Chair and Board of Directors for SEL for an initial term of three (3) years. This term expired in June 2024, with Council extending three (3) Board members at the Council meeting on 26 June 2024. Key elements of the Constitution for SEL include the following in relation to the appointment of board members and chair positions:
 - The Board will comprise of a minimum of one (1) and a maximum of seven (7) Directors.
 - Directors will be appointed by the Shareholder (Council) for a term of up to three (3) years.
 - Directors will be limited to a maximum continuous term of nine (9) years.
 - The Shareholder will appoint the Board Chair.
9. Under the constitution that governs SEL, Clause 9.1.2(a) provides that a shareholder (Council) may, by resolution appoint a person as a director for a term stated in their notice of appointment of up to three (3) years; and a director who has reached the end of the term of their appointment under Clause 9.1.2(a) is eligible for reappointment, provided that their total continuous term of appointment as a director is not more than nine (9) years.
10. With the initial term of the SEL board members ending, Council engaged external auditors to conduct a 'Desktop Review of Governance Systems and Processes' in early 2024. This external review considered key governance aspects, to assist in identifying any improvement opportunities and/or areas that are working well. The review included feedback and input from SEL Directors, the Company Secretary, the Chief Executive Officer (CEO) and Council's key representatives.
11. The review highlighted that through its initial tenure, the SEL Board has successfully managed and operated Council's aquatic and recreational facilities, providing a robust governance framework that provides key stakeholders with confidence that the organisation is fulfilling its stewardship with due diligence resulting in positive outcomes for the community.
12. The review also highlighted the need to ensure that future appointments to the board were staggered (for example, not all Director terms ending on the same date) to ensure continuity of Board leadership and governance.



Key Issues and Discussion

13. With the support of Davidson Search and Advisory, a competitive market recruitment process was undertaken. A highly skilled and experienced field of candidates were shortlisted and interviewed in October 2024. The interview panel comprised of Jacqui Weatherill, Chief Executive Officer, Peta Gillies, Executive Director Community Strengthening and Andrew Foley, Executive Director Corporate.
14. Following reference and probity checks, the panel unanimously recommend that **Kirstan Corben** be appointed as Chair, and that **John Nguyen** and **Caroline Patrick** be appointed as Non-Executive Directors to the SEL Board.
15. **Kirstan Corben** is an experienced executive with her most recent role as an Executive Director of the St Kilda Football Club. Kirstan's executive and governance career has required extensive skills in marketing and communications, particularly to drive engagement in health and wellbeing campaigns, programs and services.
16. Kirstan has also been a Board director, Chair – Governance and Nominations Committee, South Eastern Melbourne Primary Health Network (November 2024 – Present), Chair, Deputy Board Chair, Nominations Committee, Corporate Governance Culture and Risk Committee of the Better Health Network (2022 – Present), as well as other Boards.
17. **John Nguyen** is a purpose driven executive with over 25 years of professional services experience helping others to solve complex and challenging issues. John's most recent role is as the General Manager, People and Corporate Services, Institute of Public Affairs (2022 – Present).
18. John has been a Non-Executive Director, Chair of the Audit and Risk Committee, Peter MacCullum Cancer Centre (2023 - Present), and Independent Chair, Audit and Risk Committee, City of Casey (2020 – Present), as well as other Boards.
19. **Caroline Patrick** has over 25 years' experience including Senior and Executive roles; government, private, publicly listed and member-based organisations. Caroline is currently the Group Manager, Marketing, Communications and Engagement, South East Water (metro Melbourne Water Corporation), responsible for Leading Brand, Marketing, Campaigns, Government Relations, Community Engagement, and Stakeholder Engagement.
20. Caroline has been Non-Executive Director - Member of the Risk and Governance Committee, Chair of the Customer Engagement Committee, Cara (2023 – Present), Non-Executive Director and Chair of the Fundraising and Marketing Committee, Women's and Children's Hospital Foundation (2020 – Present), and other Boards.



21. The addition of the recommended candidates to the SEL Board compliments the existing diversity and skill set of the Board, with a combined skills matrix being enhanced as follows:

	Tim Cockayne	Mick Jaensch	Malak Sukkar	Kirstan Corban	John Nguyen	Caroline Patrick
	MBA, GAICD	MBA, GAICD, CPA	DBA, GAICD	BPhysio, MHealthProm, MOrgLead, GAICD	MBA, Bcommerce	BA (HONS), MBA, GAICD
Area of Speciality	NED Exp 30 June 2025 (Acting Chair until 30 Dec 2024)	NED Exp 1 July 2025	NED Exp 1 July 2026	Recommended Chair 1 Jan 2025-30 Dec 2028	Recommended NED 1 Jan 2025-30 Dec 2027	Recommended NED 1 Jan 2025-30 Dec 2027
Governance / Director experience	y	y	y	y	y	y
Strategy	y	y	y	y	y	y
Financial		y			y	
Legal and Risk	y		y	y	y	y
People & Culture	y		y	y	y	y
Sport & Leisure Experience				y		
Health & Wellbeing			y	y		
Marketing & Digital	y					y
*Y - Denotes area of speciality. All Directors have broad experience across all areas listed						

Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

22. This item does not have an impact on existing human resources.

Financial/Asset Resource Implications (consider Service Statements, Budget, Long Term Financial Strategy and Asset Plan)

Operating Budget Implications

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

Legal/Risk Implications

24. There are no legal / risk implications relevant to this report.

Environmental Implications

25. There was no requirement for community consultation.

Links to Community Vision, Council Plan, Strategy, Notice of Motion

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

- Safe and peaceful community.
- Embrace diversity and multiculturalism.
- Mind, body and spirit.

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

- A socially connected, safe and healthy city.
- A city of accessible, vibrant centres and neighbourhoods.
- A Council that demonstrates leadership and a commitment to investing in the community.



Legislative and Policy Obligations

23. 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.
- Victorian Charter of Human Rights and Responsibilities 2006.



4.3.2 Audit and Risk Committee – Appointment of External Committee Members and Chairperson

Responsible Officer: Executive Director Corporate Development
Attachments: Nil

Officer Recommendation

That Council:

1. **APPOINTS Ms Suzanne Thoraval for a three (3) year term as external independent member of Council's Audit and Risk Committee commencing 26 November 2024 until 25 November 2027;**
2. **APPOINTS Mr Michael Shatter for a three (3) year term as external independent member of Council's Audit and Risk Committee commencing 26 November 2024 until 25 November 2027; and**
3. **RE-APPOINTS Mr Geoff Harry as the Audit and Risk Committee Independent Chairperson for a further 12-month period until 25 November 2025.**

Executive Summary

1. Council's Audit and Risk Committee comprises of three (3) independent external members (appointed by Council) and two (2) Councillor representatives.
2. Two (2) independent external vacancies on the Committee have arisen with the recent resignation of two of the members. This report recommends that Council appoints two (2) new external members to fill these vacancies; Ms Suzanne Thoraval and Mr Michael Shatter for a three (3) year term on the Audit and Risk Committee
3. As part of the Audit and Risk Committee Charter, the Chairperson shall be an external independent member annually appointed by Council. This report recommends that Mr Geoff Harry, external independent member, be appointed as Chairperson of the Audit and Risk Committee for a further 12 months.

Background

4. The Audit and Risk Committee and its Charter establishes a framework for the effective oversight of finance and risk management for Council. The Committee also plays an important role in Council delivering on the financial management principles in the *Local Government Act 2020*.
5. The Audit and Risk Committee Charter provides for membership to include:
 - One (1) independent Chair that shall be annually appointed by Council;
 - Two (2) independent Members; and
 - Two (2) Councillors.
6. Quorum for the Audit and Risk Committee Meetings requires at least three (3) members of the Committee be present comprising two (2) external members and one (1) Councillor.



7. Due to the recent resignation of two (2) independent committee Members, a quorum for the 13 December 2024, Audit and Risk Committee meeting cannot be achieved until these vacancies are addressed.
8. Council has recently undertaken a comprehensive recruitment process to fill the current vacancies and now seeks approval for their appointment.

Key Issues and Discussion

9. Council's Audit and Risk Committee is comprised of three (3) external members and two (2) appointed Councillor representatives.
10. Two (2) vacancies have arisen on the Committee following the retirement of Ms Jenny Johanson and Mr Peter Smith.
11. Prior to commencing recruitment, an assessment of skills required by the Committee was undertaken to identify specific key areas of focus for recruitment. This identified that emphasis should be placed on Cybersecurity and Risk Management, with complementary skills across financial performance, compliance and corporate governance.
12. Advertisements for the vacant positions were placed in the Australian Institute of Company's Directors website, Woman on Boards website and Council's website. Council received more than 80 applications. A shortlist of five (5) candidates identified as having the relevant skills, knowledge and experience were interviewed by a panel comprising the Chief Executive Officer, Mr Geoff Harry (current Chair of Audit and Risk Committee) and the Executive Director Corporate Development.
13. Following the interview process it is recommended that Ms Suzanne Thoraval and Mr Michael Shatter be appointed to the (two) vacant external member positions.
14. In terms of the respective backgrounds of the two (2) recommended candidates, the following summary is provided.
15. Ms Suzanne Thoraval is an experienced Audit and Risk Committee professional with specialist expertise in governance, legal, risk management and assurance across the public and private sector. Ms Thoraval is a Graduate of the Australian Institute of Company Directors and holds a current legal practising certificate, a Master of Law, Bachelor of Laws (Hons) and a Bachelor of Arts. She is the former Chair of the Dear Dyslexic Foundation and current committees include:
 - Member Audit and Finance Committee, Judicial College of Victoria; and
 - Chair, Finance Audit and Risk Committee of Victorian Collaborative Centre for Mental Health and Wellbeing.
16. Mr Michael Shatter is an experienced finance and risk management professional with over 30 years' experience as a risk and audit management specialist. He has specialist expertise in governance, IT, Cyber Security, and Data and Privacy across both public and private sectors. Mr Shatter is a Graduate of the Australian Institute of Company Directors, is a Fellow of the Chartered Accountants Australia, is a certified Information Systems Auditor and holds a Bachelor of Business (Accounting).
17. Council also formally recognises the contributions made by the retiring external members of the Audit and Risk Committee who are Ms Jenny Johanson and Mr Peter Smith.



18. Council's structure is five (5) members, three (3) of who are external independent persons. As noted in this report, there are currently two (2) vacant independent committee members. This report is recommending Mr Geoff Harry, who is the current standing independent Audit and Risk Committee member, be re-appointed as Chairperson for a further 12 months. Mr Harry has been a member of the Committee since 2017 and is the current Chairperson. He has performed his role with the Audit and Risk Committee in a professional and diligent fashion and has added value to Council through his contributions.

Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

19. This item does not have an impact on existing human resources.

Financial/Asset Resource Implications (consider Service Statements, Budget, Long Term Financial Strategy and Asset Plan)

Operating Budget Implications

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

Asset Implications

21. This item does not affect any existing assets.

Legal/Risk Implications

22. If Council determines to not appoint the members, the current scheduled Audit and Risk Committee meeting for 13 December 2024, is unlikely to achieve quorum.

Environmental Implications

23. There are no environmental implications relevant to this report.

Community Consultation

24. The two (2) vacant positions on the Audit and Risk Committee were advertised on Council's website, Australian Institute of Company Directors and Women on Boards websites.

Links to Community Vision, Council Plan, Strategy, Notice of Motion

25. This report is consistent with the following principles in the Community Vision 2040:
- Not Applicable
26. This report is consistent with the following strategic objectives from the Council Plan 2021-25:
- A Council that demonstrates leadership and a commitment to investing in the community.



Legislative and Policy Obligations

27. 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*.
- Related Council Policies, Strategies or Frameworks.



4.3.3 Medium Grants Program 2024 Round 2

Responsible Officer:	Executive Director Community Strengthening
Attachments:	<ol style="list-style-type: none">1. Medium Grants Program 2024 Round Two Community Development [4.3.3.1 - 1 page]2. Medium Grants Program 2024 Round Two Climate Change Action [4.3.3.2 - 1 page]3. Medium Grants Program 2024 Round Two Arts Festivals and Events [4.3.3.3 - 1 page]4. Medium Grants Program 2024 Round Two Individual Artist [4.3.3.4 - 1 page]

Officer Recommendation

That Council:

1. **APPROVES** the awarding of Community Development Grants to recommended recipients as outlined in Attachment 1;
2. **APPROVES** the awarding of Climate Change Action Grants to recommended recipients as outlined in Attachment 2;
3. **APPROVES** the awarding of Arts, Festivals and Events Grants to recommended recipients as outlined in Attachment 3 of this report, and
4. **APPROVES** the awarding of Individual Artist Grants to recommended recipients as outlined in Attachment 4 of this report.

Executive Summary

1. Through the Medium Grants Program Council offers not-for-profit community groups, organisations and individual artists the opportunity to apply for one-off grants to support delivery of projects, programs and events that benefit the Greater Dandenong community.
2. This report outlines the assessment of applications submitted to four (4) grant categories under the **2024 Medium Grants Program Round Two**:
 1. Community Development.
 2. Climate Change Action.
 3. Arts, Festivals and Events.
 4. Individual Artist.
3. All applications have been checked for eligibility by Council officers and assessed by an independent Community Grants Assessment Panel. The Panel recommendations are presented in this report.



Background

4. The Community Funding Program and Policy Review was conducted from April to December 2023. The outcome of the Review resulted in a new consolidated Community Grants Program Policy that incorporates strategic, governance, and operational improvements and responds to emerging community needs.
5. Under the Medium Grants Program there are two (2) funding rounds per annum. This report considers Round Two applications for 2024.

Key Issues and Discussion

Eligibility Check

6. Applications made to the Medium Grants Program undergo an eligibility check by Council officers to ensure that applicants are:
 - incorporated non-profit organisations (unless auspiced),
 - meeting key compliance requirements of Consumer Affairs Victoria, and
 - have met past grants acquittal reporting requirements of Council.
7. Applications deemed *eligible* are progressed for assessment. *Ineligible* applications do not progress, and officers will advise applicants of this outcome upon endorsement of this Report.

Community Grants Assessment Panels

8. Community Grants Assessment Panels include community representatives and Council officers with broad experience and diverse knowledge.
9. Panel members are governed by a Terms of Reference and a signed Code of Conduct. Each member completed an induction process and throughout the training and assessment process were supported by Council officers.
10. For each grant category individual panel members were tasked to complete an initial online assessment. These assessment scores were then consolidated and presented to a scheduled panel meeting for qualitative discussion and final recommendations.

Round Two of the 2024 Medium Grants Program

11. Round Two of the 2024 Medium Grants Program was opened online on 22 July 2024 and closed 19 August 2024.
12. The round was highly promoted via electronic and printed material, through Council networks and social media.
13. Grant information and writing workshops were offered in person and via online platforms. Applicants also had opportunity to access face-to-face and remote support from Council officers to assist them develop grant applications.



Category 1 - Community Development Grants

14. This grant category offers single year grants of up to \$10,000 for projects that build community capacity, foster social inclusion, create healthy partnerships, prevent family violence, advance gender equity, and promote community harmony and participation.
15. A total of 22 applications were submitted to the Community Development Grants category. Three (3) applications were ruled ineligible.
16. This left a total of 19 applications to be assessed seeking total funding of \$161,474.
17. The Community Grants Assessment Panel members individually assessed applications online from 16 to 27 August 2024. The Panel convened on 2 October 2024 to qualitatively discuss the consolidated applications and make final recommendations. Following this it is recommended that **11** applications be funded a total of **\$71,082**.
18. A list of all applications recommended for funding through the Community Development Grants category is provided in Attachment 1.

Category 2 - Climate Change Action Grants

19. This grant category offers single year grants of up to \$5,000 for projects that deliver climate-related or other positive environmental outcome and assist Council in its commitment to tackling climate change.
20. A total of five (5) applications were submitted to the Climate Change Action Grants category. Two (2) applications were ruled ineligible.
21. This left a total of three (3) applications to be assessed seeking total funding of \$14,545.
22. The Community Grants Assessment Panel members individually assessed applications online from 16 to 27 August 2024. The Panel convened on 2 October 2024 to qualitatively discuss the consolidated applications and make final recommendations. Following this it is recommended that two (2) applications be funded a total of **\$9,545**.
23. A list of all applications recommended for funding through the Climate Change Action Grants category is provided in Attachment 2.

Category 3 – Arts, Festivals and Events Grants

24. This grant category offers single year grants of up to \$10,000 for projects that promote community connection, cross cultural exchange, and appreciation of cultural diversity. Arts, festivals, and events play an integral part in building and supporting broad community involvement and social cohesion.
25. A total of 26 applications were submitted to the Arts, Festivals and Event Grants category. Three (3) applications were withdrawn and two (2) were ruled ineligible.
26. This left a total of 21 applications to be assessed seeking total funding of \$188,310
27. The Community Grants Assessment Panel members individually assessed applications online from 16 to 27 August 2024. The Panel convened on 1 October 2024 to qualitatively discuss the consolidated applications and make final recommendations. Following this it is recommended that eight (8) applications be funded a total of **\$51,898**.
28. A list of all applications recommended for funding through the Arts, Festivals and Events Grants category is provided in Attachment 3.



Category 4 - Individual Artist Grants

- 29. This grant category offers single year grants of up to \$5,000 to individuals to develop community-based arts/cultural projects, develop relationships with community and create art that responds to community needs.
- 30. A total of seven (7) applications were submitted to the Individual Artist Grants category. All applications have been deemed eligible.
- 31. A total of \$40,000 in funding was requested across all applications.
- 32. The Community Grants Assessment Panel member individually assessed applications online from 16 to 27 August 2024. The Panel convened on 1 October 2024 to qualitatively discuss the consolidated applications and make final recommendations. Following this it is recommended that four (4) applications be funded a total of **\$20,000**.
- 33. A list of all applications recommended for funding through the Individual Artist Grants category is provided in Attachment 4.

Support for Unsuccessful Applicants

- 34. All unsuccessful applicants will be contacted by officers and offered feedback and assistance to support them to submit an application to round one of the 2025 Medium Grants Program.
- 35. This round is scheduled to open in February 2025.

Grant Acquittal Reports

- 36. Progress towards achieving outcomes is monitored with grant recipients throughout the duration of the program. Grant recipients are also required to submit a grant acquittal report within one month of the project being completed. The report will include a description of the activities delivered and outcomes achieved by the grant recipients and detail on how the funds were spent.
- 37. Failure to submit the required acquittal and/or deliver the outcomes agreed as part of the grant allocation would lead to the recipient being ineligible for future grant allocation.



Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

38. This item does not have an impact on existing human resources.

Financial/Asset Resource Implications (consider Service Statements, Budget, Long Term Financial Strategy and Asset Plan)

Operating Budget Implications

39. The financial implications associated with this report are a one-off cost of **\$152,525** with no ongoing costs in future year budgets.

40. This allocation is within the 2024-2025 Medium Grants Program budget.

Asset Implications

41. This item does not affect any existing assets.

Legal/Risk Implications

42. There are no legal / risk implications relevant to this report.

Environmental Implications

43. There are no environmental implications relevant to this report.

Community Consultation

44. Councils Community Grants Program is extensively promoted via electronic and printed material, through Council networks and social media. Grant information and writing workshops were offered both in person and online. In addition, community groups had the opportunity to access face-to-face and remote support from Council officers to assist them develop grant applications.

45. During the assessment process Council Officers consulted with staff from across the organisations to seek information and advice regarding the merits of all funding applications.

46. Officers conducted extensive eligibility checks of applications including compliance documentation, financial report, past grants acquittal history and other matters where relevant.

47. All eligible applications were assessed by Community Grants Assessment Panels. Panels include community representatives and Council officers with broad experience and diverse knowledge.

48. Community Grants Assessment Panel's recommendations of eligible applications for funding are presented for endorsement.



Links to Community Vision, Council Plan, Strategy, Notice of Motion

49. 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.

50. 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

51. 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.
- Related Council Policies, Strategies or Frameworks.

Medium Grants Program 2024 – Round 2

Community Development Grants – Round 2

Organisation	Project Title	Recommended Amount
Al-Hussein Arabic School	Empowerment and Integration for Arabic-Australian Women and Families	\$5,000
Archery Ascension Centre Inc.	The Alps	\$2,500
Cornerstone Contact Centre Inc.	Pop-Up Cornerstone: Connecting Homeless in Dandenong CBD with Support Services	\$8,800
Noble Park Community Centre Inc.	Art of Well-Being - Creative Wellness for Men and Women	\$10,000
Rite Mentoring Inc.	Group mentoring program - young men	\$8,619
Seniors Happy Life Club Inc.	Strengthen the Greater Dandenong community Program	\$7,790
Springvale Learning and Activities Centre	Strengthening collective impact for Afghan women's wellbeing	\$6,680
St Mary's Catholic Church	Australian Citizenship Classes for the Afghan Community	\$5,000
St Paul's South Eastern Suburbs Maltese Seniors Association Inc.	St Paul's Maltese Seniors Association	\$2,000
Wellsprings for Women	The Open Exchange	\$8,000
Women's Health in the South East	Marketplace of Respect: A Community Campaign for Change	\$6,693
Total		\$71,082

Medium Grants Program 2024 – Round 2

Climate Change Action Grants – Round 2

Organisation	Project Title	Recommended Amount
Greater Dandenong Environment Group	Native Verge Planting Project	\$5,000
Rethink Recycling Co-op Ltd	Rethink Recycling's Climate Action Education Program	\$4,545
Total		\$9,545

Medium Grants Program 2024 – Round 2

Arts, Festivals and Events Grants – Round 2

Organisation	Project Title	Recommended Amount
Connection Arts Space	Southeast and Queer Artists in Residence	\$5,000
Garage 35 Art Studio	Collaborative Mural at Garage 35	\$5,000
Victorian Chinese Cultural and Arts Association (VCCAA)	Original Multicultural Song and Dance Drama	\$8,560
Sewa International (Aust) Inc.	Diwali 2025 - Seniors and Families Living in Dandenong	\$3,400
Ondru	Human Thesis: Afghan Stories	\$9,800
South Metro Showtime	South Metro Showtime Presents: Beyond The Door!	\$10,000
Victorian Afghan Associations Network	Afghan Community Iftar 2025	\$6,000
Keysborough Chinese Seniors Association Inc.	Keysborough Chinese Community Spring Festival Gala	\$4,138
Total		\$51,898

Medium Grants Program 2024 – Round 2

Individual Artist Grants – Round 2

Organisation	Project Title	Recommended Amount
Marta Oktaba	I'm here to bring you comfort	\$5,000
Barat Ali Batoor	History of Hazara Settlement in Dandenong	\$5,000
Alberto Burgos	Film Frames of Connection and Community	\$5,000
Maroulla Radisavic	Crochet Creations-Threads and Yarns	\$5,000
Total		\$20,000



4.3.4 Model Councillor Code of Conduct

Responsible Officer:	Manager Governance, Legal & Risk
Attachments:	1. Model Councillor Code of Conduct - Victoria State Government 2024 [4.3.4.1 - 5 pages]

Officer Recommendation

That Council NOTES:

1. that effective from the 26 October 2024 all Councillors are required to observe the Model Code of Conduct (attachment 1) as prescribed in Schedule 1 of the *Local Government (Governance and Integrity) Regulations 2020*; and
2. that the prescribed Model Councillor Code of Conduct must be published on Council's Website.

Executive Summary

1. On 19 June 2024, Parliament passed the *Local Government Amendment (Governance and Integrity) Bill 2024*. The Bill made a series of amendments to the *Local Government Act 2020* (the Act) to support better council integrity, accountability, and governance across the local government sector ahead of the 2024 council general elections. One of the amendments was the introduction of a Model Code of Conduct for all Councils across Victoria.
2. From 26 October 2024, all Councillors are required to observe the Model Code of Conduct. The Model Code of Conduct replaces the previous statutory requirement for each Council to develop its own Councillor Code of Conduct.
3. Section 139 of the *Local Government Act 2020* provides that the purpose of the Model Code of Conduct is to include the standards of conduct expected to be observed by Councillors in the course of performing their duties and functions as Councillors.

Background

4. The Model Code of Conduct sets out the standards of conduct expected to be observed by Councillors in the course of performing their duties and functions of office.
5. The standards cover expected conduct across four key areas identified as being critical to ensuring that Councillors discharge their duties and functions, as a Councillor appropriately and in accordance with their statutory obligations:



Performing the role of a Councillor

6. A Councillor must do everything reasonably necessary to ensure that they perform the role of a Councillor effectively and responsibly, including by:
- a) representing the interests of the municipal community by considering and being responsive to the diversity of interests and needs of the municipal community; and
 - b) being fit to perform the role of a Councillor when acting in that capacity or purporting to act in that capacity; and
 - c) diligently using Council processes to become informed about matters which are subject to Council decisions; and
 - d) not performing or purporting to perform any responsibilities or functions of the Chief Executive Officer; and
 - e) acknowledging and supporting the Mayor in the performance of the role of the Mayor, including by:
 - i. respecting and complying with a ruling of the Mayor as the chair of Council meetings (unless dissenting from the ruling in accordance with the Council's Governance Rules); and
 - ii. refraining from making public comment, including to the media, that could reasonably be perceived to be an official comment on behalf of the Council where the Councillor has not been authorised by the Mayor to make such a comment.

Behaviours

7. A Councillor must treat others, including other Councillors, members of Council staff and members of the public, with dignity, fairness, objectivity, courtesy and respect, including by:
- a) not engaging in demeaning, abusive, obscene or threatening behaviour, including where the behaviour is of a sexual nature; and
 - b) not engaging in behaviour that intentionally causes or perpetuates stigma, stereotyping, prejudice or aggression against a person or class of persons; and
 - c) not engaging in discrimination* or vilification; and
 - d) supporting the Council, when applying the Council's community engagement policy, to develop respectful relationships and partnerships with Traditional Owners, Aboriginal community-controlled organisations and the Aboriginal community; and
 - e) supporting the Council in fulfilling its obligation under *the Act* or any other Act (including the *Gender Equality Act 2020*) to achieve and promote gender equality; and
 - f) ensuring their behaviours and interactions with children are in line with the Council's policies and procedures as a child safe organisation and obligations under the *Child Wellbeing and Safety Act 2005* to the extent that they apply to Councillors.



8. A Councillor, as an individual at the workplace, must take reasonable care for their own health and safety and take reasonable care that their acts or omissions do not adversely affect the health and safety of other persons by:
- a) adhering to applicable systems and policies put in place by the Chief Executive Officer to manage risks to health and safety in the workplace; and
 - b) complying, so far as the Councillor is reasonably able, with any reasonable instruction that is given by the Chief Executive Officer to manage risks to health and safety.

A Councillor must act in accordance with any policies, practices and protocols developed and implemented under section 46 of *the Act* that support arrangements for interactions between members of Council staff and Councillors.

** Discrimination means unfair or unfavourable treatment of a person on the grounds of an attribute specified in section 6 of the Equal Opportunity Act 2010.*

Good governance

9. A Councillor must comply with the following Council policies and procedures required for delivering good governance for the benefit and wellbeing of the municipal community:
- a) the Council's expenses policy adopted and maintained under section 41 of *the Act*;
 - b) the Council's Governance Rules developed, adopted and kept in force by the Council under section 60 of *the Act*, including in relation to:
 - i. conduct in Council meetings or meetings of delegated committees; and
 - ii. requesting and approval of attendance at Council meetings and meetings of delegated committees by electronic means of communication; and
 - iii. the Council's election period policy included in the Council's Governance Rules under section 69 of *the Act*, including in ensuring that Council resources are not used in a way that is intended to influence, or is likely to influence, voting at a general election or by-election;
 - c) the Council's Councillor gift policy adopted under section 138 of *the Act*;
 - d) any direction of the Minister given under section 175 of *the Act*.

Integrity

10. A Councillor must act with integrity, exercise reasonable care and diligence and take reasonable steps to avoid any action which may diminish the public's trust and confidence in the integrity of local government, including by:
- a) ensuring that their behaviour does not bring discredit upon the Council; and
 - b) not deliberately misleading the Council or the public about any matter related to the performance of their public duties; and
 - c) not making Council information publicly available where public availability of the information would be contrary to the public interest.

Note: See the public transparency principles set out in section 58 of the Act.



11. A Councillor must not, in their personal dealings with the Council (for example as a ratepayer, recipient of a Council service or planning applicant), expressly or impliedly request preferential treatment for themselves or a related person or entity.
12. Nothing in the Model Councillor Code of Conduct is intended to limit, restrict or detract from robust public debate of issues in a democracy.

Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

13. This item does not have an impact on existing human resources.

Financial/Asset Resource Implications (consider Service Statements, Budget, Long Term Financial Strategy and Asset Plan)

Operating Budget Implications

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

Legal/Risk Implications

15. Failure by a Councillor to comply with the Model Code of Conduct constitutes misconduct under the *Local Government Act 2020*.

Environmental Implications

16. There are no environmental implications relevant to this report.

Community Consultation

17. Local Government Victoria undertook a two-part consultation process on the Engage Victoria platform.
18. Stage 1 was undertaken from 21 June 2024 to 15 July 2024 and sought feedback on what should and shouldn't be included in the Model Code of Conduct.
19. Stage 2 was undertaken from 6 August 2024 to 4 September 2024 and sought feedback on the draft Model Code of Conduct.

Legislative and Policy Obligations

20. 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*.



Government
Services

Model Councillor Code of Conduct

Local Government (Governance and Integrity) Amendment
Regulations 2024

Model Councillor Code of Conduct

Schedule 1 of the Local Government (Governance and Integrity) Amendment Regulations 2024

Definitions

In this Schedule—

discrimination means unfair or unfavourable treatment of a person on the grounds of an attribute specified in section 6 of the **Equal Opportunity Act 2010**.

Standards of Conduct

1. Performing the role of a Councillor

A Councillor must do everything reasonably necessary to ensure that they perform the role of a Councillor effectively and responsibly, including by—

- (a) representing the interests of the municipal community by considering and being responsive to the diversity of interests and needs of the municipal community; and
- (b) being fit to perform the role of a Councillor when acting in that capacity or purporting to act in that capacity; and
- (c) diligently using Council processes to become informed about matters which are subject to Council decisions; and
- (d) not performing or purporting to perform any responsibilities or functions of the Chief Executive Officer; and
- (e) acknowledging and supporting the Mayor in the performance of the role of the Mayor, including by—
 - (i) respecting and complying with a ruling of the Mayor as the chair of Council meetings (unless dissenting from the ruling in accordance with the Council's Governance Rules); and
 - (ii) refraining from making public comment, including to the media, that could reasonably be perceived to be an official comment on behalf of the Council where the Councillor has not been authorised by the Mayor to make such a comment.

2. Behaviours

- (1) A Councillor must treat others, including other Councillors, members of Council staff and members of the public, with dignity, fairness, objectivity, **courtesy and respect**, including by—

- (a) not engaging in demeaning, abusive, obscene or threatening behaviour, including where the behaviour is of a sexual nature; and
 - (b) not engaging in behaviour that intentionally causes or perpetuates stigma, stereotyping, prejudice or aggression against a person or class of persons; and
 - (c) not engaging in discrimination or vilification; and
 - (d) supporting the Council, when applying the Council's community engagement policy, to develop respectful relationships and partnerships with Traditional Owners, Aboriginal community controlled organisations and the Aboriginal community; and
 - (e) supporting the Council in fulfilling its obligation under the Act or any other Act (including the **Gender Equality Act 2020**) to achieve and promote gender equality; and
 - (f) ensuring their behaviours and interactions with children are in line with the Council's policies and procedures as a child safe organisation and obligations under the **Child Wellbeing and Safety Act 2005** to the extent that they apply to Councillors.
- (2) A Councillor, as an individual at the workplace, must take reasonable care for their own health and safety and take reasonable care that their acts or omissions do not adversely affect the health and safety of other persons by—
- (a) adhering to applicable systems and policies put in place by the Chief Executive Officer to manage risks to health and safety in the workplace; and
 - (b) complying, so far as the Councillor is reasonably able, with any reasonable instruction that is given by the Chief Executive Officer to manage risks to health and safety.
- (3) A Councillor must act in accordance with any policies, practices and protocols developed and implemented under section 46 of the Act that support arrangements for interactions between members of Council staff and Councillors.

3. Good governance

A Councillor must comply with the following Council policies and procedures required for delivering good governance for the benefit and wellbeing of the municipal community—

- (a) the Council's expenses policy adopted and maintained under section 41 of the Act;

- (b) the Council's Governance Rules developed, adopted and kept in force by the Council under section 60 of the Act, including in relation to—
 - (i) conduct in Council meetings or meetings of delegated committees; and
 - (ii) requesting and approval of attendance at Council meetings and meetings of delegated committees by electronic means of communication; and
 - (iii) the Council's election period policy included in the Council's Governance Rules under section 69 of the Act, including in ensuring that Council resources are not used in a way that is intended to influence, or is likely to influence, voting at a general election or by-election;
- (c) the Council's Councillor gift policy adopted under section 138 of the Act;
- (d) any direction of the Minister given under section 175 of the Act.

4. Integrity

- (1) A Councillor must act with integrity, exercise reasonable care and diligence and take reasonable steps to avoid any action which may diminish the public's trust and confidence in the integrity of local government, including by—
 - (a) ensuring that their behaviour does not bring discredit upon the Council; and
 - (b) not deliberately misleading the Council or the public about any matter related to the performance of their public duties; and
 - (c) not making Council information publicly available where public availability of the information would be contrary to the public interest.

Note

See the public transparency principles set out in section 58 of the Act.

- (2) A Councillor must not, in their personal dealings with the Council (for example as a ratepayer, recipient of a Council service or planning applicant), expressly or impliedly request preferential treatment for themselves or a related person or entity.

5. The Model Councillor Code of Conduct does not limit robust public debate

Nothing in the Model Councillor Code of Conduct is intended to limit, restrict or detract from robust public debate of issues in a democracy.





4.3.5 List of Registered Correspondence to Mayor and Councillors

Responsible Officer: Manager Governance, Legal & Risk

Attachments: 1. Correspondence Received 7 October - 15 November 2024
[4.3.5.1 - 2 pages]

Officer Recommendation

That the listed items for the period 7 October – 15 November 2024 provided in Attachment 1 to this report be received and noted.

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 7 October – 15 November 2024.

Objective

CONNECTED. COLLABORATIVE. COMMUNITY.

Correspondences addressed to the Mayor and Councillors received between 07/10/24 & 15/11/24 - for officer action - total = 2

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Currently Assigned
An email from the Town of Port Hedland with their Council resolution in relation to COVID-19 vaccines, an urgent request to suspend Pfizer and Moderna COVID-19 products due to synthetic DNA contamination.	8-Nov-24	8-Nov-24	fA332913	Mayor & Councillors Office
A letter to Councillors from Keysborough College, Acacia Campus in relation to a pedestrian crossing at the corner of Isaac Road and Bloomfield Road, Keysborough.	11-Nov-24	11-Nov-24	fA332925	Mayor & Councillors Office

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 07/10/24 & 15/11/24 - for information only - total = 9

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Currently Assigned
An email to Councillor Lana Formoso from a local resident in relation to potholes along Jacksons Road near the Silverton Medical Clinic.	8-Oct-24	8-Oct-24	A11398584	Mayor & Councillors Office
An invitation to the Hindi Shiksha Sangh Diwali Celebration at McKenzie Park.	8-Oct-24	8-Oct-24	A11391833	Mayor & Councillors Office
An email request to meet the Mayor and the Councillors regarding a fundraising walk for the McGrath Foundation.	10-Oct-24	10-Oct-24	A11415471	Mayor & Councillors Office
A thank you card from a local resident to the Mayor, Councillors and Staff.	15-Oct-24	15-Dec-24	A11427890	Mayor & Councillors Office
An invitation to the Separation Tree Ceremony and Sapling Presentations.	24-Oct-24	24-Oct-24	A11453712	Mayor & Councillors Office
An email from a local resident inquiring about new traffic island project in Coolavin Road, Noble Park North to stop burn outs and dangerous driving.	29-Oct-24	29-Oct-24	A11465623	Mayor & Councillors Office
An invitation to attend the Dandenong Arts Club Carnival.	31-Oct-24	31-Oct-24	A11472516	Mayor & Councillors Office
A save the date email for the National General Assembly of Local Government from 24 - 27 June 2025.	7-Nov-24	7-Nov-24	A11490396	Mayor & Councillors Office
An email addressed to the Victorian Planning Minister and councils, requesting to prohibit tobacco shops in residential areas.	12-Nov-24	12-Nov-24	A11502119	Mayor & Councillors Office

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



4.3.6 Draft Minutes of Advisory Committee Meetings

Responsible Officer:	Executive Director Community Strengthening
Attachments:	<ol style="list-style-type: none">1. Draft Minutes of Positive Ageing Advisory Committee Meeting 8 August 2024 [4.3.6.1 - 3 pages]2. Draft Minutes of Disability Advisory Committee Meeting 19 August 2024 [4.3.6.2 - 4 pages]3. Draft Minutes of the Springvale Community Hub Committee 29 August 2024 [4.3.6.3 - 4 pages]4. Draft Minutes Of Cultural Heritage Committee Meeting 12 September 2024 [4.3.6.4 - 4 pages]

Officer Recommendation

That Council NOTES the:

1. **Draft Minutes of the meeting for the Positive Ageing Advisory Committee held on 8 August 2024 (Attachment 1);**
2. **Draft Minutes of the meeting for the Disability Advisory Committee held on 19 August 2024 (Attachment 2);**
3. **Draft Minutes of the meeting for the Springvale Community Hub Advisory Committee held on 29 August 2024 (Attachment 3), and**
4. **Draft Minutes of the meeting for the Cultural Heritage Advisory Committee held on 12 September 2024 (Attachment 4).**

Executive Summary

1. At the Council meeting held 23 April 2018, Council resolved in part to *invite Advisory Committees and Reference Groups to submit meeting minutes for Council endorsement*. This resolution also allowed interested Councillors (and those that attend these Committees and Reference Groups) to speak to the meeting about items discussed at these meetings.
2. This report recommends that the Draft Minutes of the following Advisory Committee meetings be noted by Council:
 - a) Positive Ageing Advisory Committee held on 8 August 2024 (Attachment 1);
 - b) Disability Advisory Committee held on 19 August 2024 (Attachment 2);
 - c) Springvale Community Hub Advisory Committee held on 29 August 2024 (Attachment 3), and
 - d) Cultural Heritage Advisory Committee held on 12 September 2024 (Attachment 4).



Background

3. Greater Dandenong Council is represented on a wide range of Committees, Reference Groups and Advisory Groups which frequently reflect the interests of individual Councillors in serving the broader community in their role. A full listing of these appointments is confirmed each November at Council's Meeting to elect the Mayor and Deputy Mayor and is available via Council's website.
4. The resolution of Council made on 23 April 2018 provides for Minutes of meetings held by Advisory Committees or Reference Groups to be submitted to Council for information purposes and for noting. To ensure they are provided to Council in a timely manner, Minutes of these Advisory Committees or Reference Groups are submitted to Council typically in a draft form (in that they have not yet been adopted by the relevant Committee). If significant material changes occur when they are adopted by the Advisory Committee or Reference Group, then those Minutes would be resubmitted to Council for noting.
5. As such, Draft Minutes are provided as attachments to this report.
6. There are no financial implications associated with the development and submission of this report.

Links to Community Vision and Council Plan

7. This report is consistent with the following principles in the Community Vision 2040:
Education, training, entrepreneurship and employment opportunities.
Embrace diversity and multiculturalism.
Mind, body and spirit.
8. 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 city that supports entrepreneurship, quality education and employment outcomes.

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.
 - Victorian Charter of Human Rights and Responsibilities 2006.
 - Related Council Policies, Strategies or Frameworks.

Advisory Committee or Reference Group Name: Positive Ageing Advisory Committee (PAAC)

Date of Meeting: 8 August 2024

Time of Meeting: 11.15am–1.30pm

Meeting Location: Springvale Community Hub
5 Hillcrest Grove, Springvale
Community Room 1

Also via Microsoft Teams

Attendees: Lauris Attard, Carol Drummond, Christine Green, Jeanette Keane, Julie Klok, Vinh-Quang Luong, Erica Moulang, Mark Osborne, Manager Community Care (City of Greater Dandenong [CGD]) (Chair), Coordinator Community Access (CGD), Positive Ageing Team Leader (CGD)

Apologies: Maria Erdeg

Minutes: Positive Ageing Support Officer (CGD)

Item No.	Item	Action	Action By
1.	<p>Welcome & Apologies <i>We acknowledge the Traditional Custodians of this land, the Bunurong People, and pay respects to their Elders past and present.</i></p> <p><i>We recognise and respect their continuing connections to climate, Culture, Country and waters and we also pay our respects and acknowledge all Aboriginal and Torres Strait Islander peoples and their Elders present here today, in acknowledging their journey.</i></p> <p>The chair welcomed all present and apologies noted.</p>		
2.	<p>Previous Minutes and Business Arising Update on meetings with clubs Preparations are continuing to support community clubs with leadership meetings to get underway soon.</p> <p>Update on fish in wetlands and tennis pavilion demolition Investigations are progressing well through the multiple departments involved. When finalised, a full update will be provided.</p> <p>Update on advertising of Committee vacancies There are two committee vacancies left; some enquiries have been received. Vacancies will be advertised again after the Council election period ends in November.</p> <p>June 2024 minutes were accepted – moved Erica Moulang and seconded Christine Green.</p>	<p>Provide updates.</p> <p>Provide updates.</p> <p>Provide updates.</p>	<p>Positive Ageing Team Leader</p> <p>Manager Community Care</p> <p>Coordinator Community Access</p>

If the details of the attachment are unclear please contact Governance on 8571 5235.

3.	Introductions and Welcome The Chair welcomed the two new Committee Members. Attendees introduced themselves.		
4.	Council Consultation and Social Pinpoint Focus on consultation has changed and improved over the last few years with additional ways Council seeks feedback from the community. There are many methods and tools that Council is using to gather input including in person, via mail and through technology. The Committee provided feedback that the current consultation options were working well and allowing community members to have input into Council decisions. Council is now utilising Social Pinpoint, an online platform that facilitates community engagement and citizen feedback. Two consultations listed on Council's "Have Your Say" website, Spring Valley Reserve Draft Master Plan and Lois Twohig Reserve Draft Master Plan utilise this platform. A link will be sent for Committee to view these consultations and see their structure.	Provide Committee with consultations web link.	Coordinator Community Access
5.	Commonwealth Home Support Programme Quality Standards Three auditors spent three days conducting a rigorous quality audit. Community Care was asked to supply our list of consumers (clients). Auditors randomly phoned some consumers to conduct interviews where they asked about the care provided. Consumer feedback was also extremely positive, stating staff were kind, caring and respectful. The Auditors also examined office documents and, sought additional feedback from staff providing the care to consumers. Community Care have a Quality Improvement Plan that is informed by client and staff feedback that assists us to identify ways of regularly improving our services. The audit was an incredibly positive experience with Council assessed as compliant with all eight standards.	For noting.	
6.	Single Assessment Service From 1 July assessments have been undertaken by new providers utilising a new tool. Three providers cover the Greater Dandenong area and referrals have started to come through as the providers get their staff onboarded. It was acknowledged that there was a significant amount of additional work for the Coordinator Community Access and the Regional Assessment Service team for successfully transitioning clients to the new assessment system. Thank you to all staff involved.	Provide updates.	Coordinator Community Access

If the details of the attachment are unclear please contact Governance on 8571 5235.

	The new single assessment program will commence in December.		
7.	<p>Seniors Festival 2024 The Positive Ageing Team applied for a State Government grant and was successful which will allow for additional programs and subsidies during this year's Seniors Festival.</p> <p>Scheduled events include an International Day of Older Persons morning tea with the launch of the Social Connections booklet, Seniors Dance, Healthy Eating and Nutrition information session from Bolton Clarke, day trips and other events with the library. Some of the events planned will focus on older men who often struggle with social connections. The committee members provided feedback on the planned activities including suggestions for additional activities for men.</p> <p>The Celebrating our Centenarians event is taking place again in November after the Council elections. Feedback received from Centenarian's families last year said that it was an amazing day. Committee members agreed to share this upcoming event to identify additional centenarians in the community.</p> <p>Under the Local Government Act 2020 all Victorian councils must have an election period policy, that ensures councils are transparent and accountable during the election process. The policy must provide details about fairness, misuse of council resources and inappropriate decision making.</p> <p>The Election Period Policy provides guidance at an operational level to ensure compliance with statutory requirements, as well as providing transparency and accountability of the Council, Councillors and staff during the election period.</p> <p>Therefore, any event or function such as the annual Seniors Festival held during the Election Period shall relate only to the normal annual business of Council and shall not be used in connection with any election activity.</p> <p>Advisory Committees can meet during the election period however if any committee members are standing for election specific rules would apply.</p>	<p>Provide updates.</p> <p>For noting.</p>	Positive Ageing Team Leader
8.	<p>Other Business No other business was discussed.</p>		
<p>Meeting Closed 1.30pm Next Meeting Thursday 10 October</p>			

If the details of the attachment are unclear please contact Governance on 8571 5235.

Advisory Committee or Reference Group Name: Disability Advisory Committee (DAC) Meeting

Date of Meeting: Monday 19 August 2024

Time of Meeting: 4pm–5.30pm

Meeting Location: Dandenong Civic Centre - 225 Lonsdale St, Dandenong
Meeting Rooms 2NW/2NE
Microsoft Teams

Attendees: Frank Cutuli (Chair), Catherine Rampant, Ali Al Lawati, Deborah Lee, Norma Seip, Lionel Gee, Imran Maniar, Tam Nguyen, Manager Community Care (City of Greater Dandenong [CGD]), Coordinator Community Access (CGD), Disability Planning Officer (CGD), Acting Manager Transport and Civil Development (CGD)

Apologies: Lisa Ashton, Pradeep Hewavitharana, Sharon Harris

Minutes: Business Support Officer (CGD)

Item No.	Item	Action	Action By
1.	<p>Welcome and Apologies <i>We acknowledge the Traditional Custodians of this land, the Bunurong People, and pay respects to their Elders past and present.</i> <i>We recognise and respect their continuing connections to climate, Culture, Country and waters and we also pay our respects and acknowledge all Aboriginal and Torres Strait Islander peoples and their Elders present here today, in acknowledging their journey.</i></p> <p>The Chair welcomed all present and apologies noted.</p> <p>The Manager Community Care advised of the resignation of Lyn Bates from the Committee.</p>	Organise letter of recognition to be signed by the Chair.	Manager Community Care
2.	<p>Previous Minutes and Business Arising Response to query regarding Access Gate to All-Abilities Playground The All-Abilities Playground in Noble Park does not have access latch for short stature and those in a wheelchair to open the gate due to the height of the childproof lock.</p> <p>Contractors have been engaged to install a Master Locksmiths Access Key (MLAK) operable latch system on existing two gates. Modifications are required with the plan to engage in a fencing contractor shortly.</p> <p>Update on Noble Park Community Centre (NPCC) Accessible Toilets Council Officers are waiting on a report from the Disability Access Consultant on the accessible toilets at the NPCC and All-Abilities Playground.</p>	<p>Arrange meeting with fencing contractor, DAC Chair and Council's Coordinator Building Projects to ensure access requirements are met.</p> <p>Provide further updates on the progress at next meeting.</p>	<p>Manager Community Care</p> <p>Manager Community Care</p>

If the details of the attachment are unclear please contact Governance on 8571 5235.

	<p>Update on possible advocacy options regarding the Dandenong Station's Disabled Toilet access issues</p> <p>The Manager Community Care advised of her discussion with the Executive Manager Strategic Growth and Advocacy regarding the accessibility issues in the Greater Dandenong community.</p> <p>Regular briefings are held with relevant parties across the different levels of government and highlighting some of the members issues and stories was seen as an effective advocacy tool.</p> <p>Update on legislative requirements for a locally based community service provider to have an accessible toilet in their facility</p> <p>The Disability Planner advised the legislation into this area is quite complex with only certain types of privately owned buildings required to install accessible toilets.</p> <p>Council's Building and Compliance Team are responsible for complying with legislative requirements governed by the Building Act 1993, associated codes and regulations.</p>	<p>Invite a representative of Council's Building and Compliance Team to a future DAC meeting to further explain the requirements of the legislation.</p>	<p>Disability Planning Officer</p>
3.	<p>Update on the Engagement Plan for Council's new Disability Action Plan</p> <p>The Manager Community Care advised Council Officers will develop an engagement plan that will include a comprehensive community platform facilitating meaningful accessible feedback.</p>	<p>Provide updates on the engagement plan.</p>	<p>Manager Community Care</p>
4.	<p>International Day of People with a Disability (IDPwD) Planning Update</p> <p>The Coordinator Community Access provided an update on the planning of the IDPwD event scheduled to be held on Tuesday 3 December including:</p> <ul style="list-style-type: none"> • Action on Disability within Ethnic Communities (ADEC) will be running an art/craft workshop • VALID Peer Action Group will lead events at the Noble Park Community Centre • Reclink is also interested in running a program • A network meeting will be scheduled in September to begin detail planning 	<p>For further information or to get involved, contact the Community Inclusion Officer (Disability).</p>	<p>Committee Members</p>
5.	<p>Local Government Elections – Caretaker Period</p> <p>Under the Local Government Act 2020 all Victorian councils must have an election period policy, that ensures councils are transparent and accountable during the election process. The policy must provide details about fairness, misuse of council resources and inappropriate decision making.</p> <p>The Election Period Policy provides guidance at an operational level to ensure compliance with statutory requirements, as well as providing transparency and accountability of the Council, Councillors and staff during the election period.</p>	<p>For noting.</p>	

If the details of the attachment are unclear please contact Governance on 8571 5235.

	<p>The 2024 Election Period is from 12pm on Tuesday 17 September to 6pm on Saturday 26 October during which time limitations are placed on Council's decision making and use of resources.</p> <p>The Manager Community Care advised our next DAC meeting is scheduled to be held on Monday 21 October. It is recommended no Councillor representative, or any nominated candidates can attend the meeting.</p>		
6.	<p>Snap, Send and Solve Demonstration The Coordinator Community Access provided a demonstration on the Snap, Send and Solve app.</p> <p>The free app allows residents and visitors to report issues or incidents to Council instantly with an option of uploading photos and GPS location. The reporter is also notified when the incident is resolved.</p> <p>The most common issues identified include:</p> <ol style="list-style-type: none"> 1. Dumped rubbish 2. Abandoned cars 3. Illegal parking 		
7.	<p>Presentation on Council's Public Transport Advocacy Statement 2020 and how it includes issues regarding disability access to public transport The Acting Manager Transport and Civil Development presented an overview on transport and parking including disabled parking within the municipality.</p> <p>Council manages parking in accordance with the Greater Dandenong Municipal Parking Strategy 2017-2027. The strategy outlines the objectives which aim to address parking concerns, by providing guidance to Council officers addressing parking matters and ensure a consistent, community-focussed approach.</p> <p>Discussion was held on the types of disabled parking and the Australian Standards that outline required aspects such as the size, signage and ground surface requirements for accessible parking.</p> <p>Common issues with accessible parking include:</p> <ul style="list-style-type: none"> • Bollards • Requests for non-complaint disabled parking • Time limits • Disabled parking on site vs on street • Complex signs <p>Discussion was held on Council's Public Transport Advocacy Statement which outlines the public transport advocacy priorities identified in 2020.</p> <p>Five priorities including two key disability principles:</p> <ol style="list-style-type: none"> 1. Priority 1: Public transport must link people to jobs and services 	<p>For more information on parking management, contact Council's Transport team</p>	<p>Committee Members</p>

If the details of the attachment are unclear please contact Governance on 8571 5235.

	<p>2. Priority 2: Make the most of the new Keysborough South bus route</p> <p>3. Priority 3: Improve access to train stations</p> <p>4. Priority 4: Improve the efficiency of existing bus services</p> <p>5. Priority 5: Rebuild Dandenong Station</p> <p>Council's Transport and Civil Development Team will continue to advocate for improvements that benefit the Greater Dandenong community.</p>		
8.	<p>Update on Notice of Motion (NOM) 36 regarding disability accessibility with Greater Dandenong</p> <p>At the Council meeting held on Monday 22 April, a notice of motion regarding the enhancing disability accessibility was presented to highlight the urgent need to address deficiencies in the provision of toilets for people with a disability.</p> <p>Council committed to conduct a comprehensive audit on all council public facilities, focusing on the availability, accessibility and compliance with relevant standards and develop an action plan to address any issues identified.</p> <p>Council's Assessment Management Team have developed an action plan including indicative costing and proposed timelines to be presented to Council at the future meeting.</p>	Provide further updates.	Manager Community Care
9.	<p>Disability Matters/ Issues Identified by the Community</p> <p>No matters discussed.</p>		
10.	<p>Other Business</p> <p>Tam provided an update on the Pierre Gorman Employment Project aimed to help develop a self-employment program for people with a disability.</p> <p>The program has commenced with workshops held weekly on Wednesdays at the Springvale Community Hub in co-design sessions with a facilitator. Feedback from the sessions have been positive with several exciting business ideas as a result.</p>		
Meeting Closed at 5:21pm			

If the details of the attachment are unclear please contact Governance on 8571 5235.



Springvale Community Hub Committee Meeting Minutes	
Date	Thursday 29 August 2024
Time	5.45pm (for a 6pm start) to 7.30pm
Venue	Springvale Community Hub, (SCH) Community Meeting Room 7 and online
Chair	Louisa Willoughby
Attendees	Louisa Willoughby (LW) (Chair), Gaye Guest (GG), Zoë Mohl (ZM), Vinh Luong (VL), Silvia Mastrogiovanni (SM), Chris Keys (CK), Cr Richard Lim (RL), Manager Community Arts, Culture & Libraries, City of Greater Dandenong (CGD), Community Precincts Strategic Operations Coordinator, (CGD) SCH Community Development Officer, (CGD)
Apologies	Elena Sheldon (ES), Matthew Kirwan (MK)

Item #	Item	Action	Action By
1	Acknowledgement of Country <i>"We acknowledge the Traditional Custodians of this land, the Bunurong People, and pay respects to their Elders past and present.</i> <i>We recognise and respect their continuing connections to climate, Culture, Country and waters and we also pay our respects and acknowledge all Aboriginal and Torres Strait Islander peoples and their Elders present here today, in acknowledging their journey."</i>		Chair
2.	Apologies Apologies noted.		Chair
3.	Minutes Minute from 4 April and 6 June were accepted as a true reflection of the meetings. Moved - ZM Seconded – VL		
4.	Conflicts of Interest No conflicts of interest in relation to agenda.		
5.	Café Update and Discussion Council officers provided an update on the café and an upcoming expression of interest process. Committee members shared what they hoped to see in the expression of interest responses including: <ul style="list-style-type: none"> Options for reusable plates, cups and cutlery are not just single use options. 		



	<ul style="list-style-type: none"> • Single use items/food packaging that are compostable. • An option for customers to pay for a disposable cup and have a discount for reusable cups. It was noted that having a price difference between disposable and reusable cups provides an easy way to report on uptake of reusable/BYO cup. • Straws should be kept behind the counter and offered as an option rather than a standard, or alternatively, provide reusable metal straws. • Prioritise sourcing local suppliers. • Invite businesses/organisations who already have sustainable practices to apply. • The committee reiterated the importance it sees for the café contract to take sustainability seriously and not just be a 'nice to have' option in the new tender. <p>Other considerations the committee discussed:</p> <ul style="list-style-type: none"> • The space and configuration of the café, improving the layout as it can get cramped for customers near the display case. • Food choices have previously been lacking. Did the quality of the food reflect the slim profit margins? Or is there an opportunity to improve the food offered? • Exploring social enterprise organisation running the cafe and a possibility of Council subsidising. 		
6.	<p>Free Hire Proposal Discussion</p> <p>Council officers provided clarification on steps taken with the Committees proposal including seeking advice from the Council's Governance team. When the proposal was first discussed, the action was to take it to the Executive Director of Community Strengthening (noted in the February Council meeting minutes). If the Committee wants to present this request to the CEO and Council, it will need to be voted on.</p> <p>A discussion where some Committee members proposed to drop the proposal and wait to see what is in the updated Community Facilities policy. Others voiced that the Committee's role is to provide advice to the Council.</p> <p>Committee members requested to view the advice from Council Governance Team.</p> <p>Committee decided to delay progressing the proposal to Council until they view the Policy later in the year or early 2025.</p> <p>Community Facility Access and Use Policy Update</p> <p>Council officers provided an update on the draft Policy. The Policy public consultation is on hold until after the Council election</p>	<p>Advice is to be provided once The outcome of the proposal received</p>	<p>Council officer</p>



	<p>period. Anticipating the Policy to go to a Council Briefing Session in early 2025.</p> <p>Committee members requested the Committee to have confidential access to the draft Policy to provide feedback. Council officers noted that we have been advised this is not possible and public consultation opens for the whole community at the same time.</p> <p>Community Partnership Framework Update</p> <p>Community Partnership Framework is a document specifically for the SCH and currently sits in the Action Plan. There was a short discussion on beginning this piece of work with the Committee and bringing a draft to the next meeting.</p>	<p>A draft policy to be shared with the Committee once open for public consultation.</p>	<p>Council officers</p>
7.	<p>Update on Council booking system - Bookable</p> <p>Council officers provided an update on Council's new booking system.</p> <p>The Committee noted that it would be good for people from the community to get the chance to walk through the system/process and provide feedback on the system. The Committee discussed providing feedback on user documents. This will ensure that the most salient points and FAQs are covered in user documents.</p> <p>Council officers agreed to provide a system presentation at the next committee meeting.</p>	<p>A presentation of the system to the Committee for feedback.</p>	<p>Council officers</p>
8.	<p>Discussion on having one Community Hub Advisory Committee once Keysborough South Community Hub opens in 2025</p> <p>Committee members discussed the concept of one Committee for all community hubs. Items discussed included:</p> <ul style="list-style-type: none"> Fair representation of all areas. The Committee can form working groups that include non-endorsed members. There is also the option to split into groups focused on localised issues, which can then bring proposals back to the Committee for action. Inclusion for the future Dandenong Community Hub in the Terms of Reference. <p>A Committee member noted that the Council might consider dropping 'South' from the naming of Keysborough South Community Hub to better align with suburb and ward names. No formal vote was taken on this matter.</p> <p>The Committee voted unanimously to recommend having one Advisory Committee for Community Hubs.</p>		
9.	<p>SCH Committee Report</p> <p>Report was noted</p>		
10.	<p>Community Voice and Emerging issues</p>		



	<ul style="list-style-type: none"> • Committee members suggested having categorised display boards for children and families or young people where posters promoting programs to specific age groups can be displayed. • Request for an update on the Springvale Revitalisation Project. • The exit driveway onto Hillcrest Grove will have "No Standing" signs 10 meters on either side. • Map of the SCH in design process. • Council officers are currently investigating a makerspace at the Hub. 	Presentation on Springvale Revitalisation Project to committee at next meeting	Council Officers
11.	Committee vacancy update This is currently on hold pending the new combined Hubs' Advisory Committee.		
12.	Next meeting Committee proposed Thursday 7 November for the next committee meeting after the election day.	Send out calendar invite to Committee members	Council officer
Meeting Closed: 7:32pm			



Cultural Heritage Advisory Committee Meeting Minutes	
Date	Thursday 12 September 2024
Time	5pm-6.30pm
Venue	Heritage Shared Archive, Microsoft TEAMS
Chair	Samuel Sofos
Attendees	Samuel Sofos (SS), Chris Keys (CK), Gaye Guest (GG), Robyn Robie (RR), Hesara Welivitiya (HW), Maryanne McCubbin (MM), Manager Community Arts, Culture and Library Services, City of Greater Dandenong (CGD), Library Services Senior Coordinator (CGD), Library Technology and Heritage Coordinator (CGD), Cultural Heritage Program Lead (CGD), Heritage Collections Officer (CGD), Community Engagement Lead (CGD).
Apologies	Cr Angela Long (CGD)
Minutes	Library Technology and Heritage Coordinator (CGD)

Item No.	Item	Action	Action By
1	Acknowledgement of Country <i>"We acknowledge the Traditional Custodians of this land, the Bunurong People, and pay respects to their Elders past and present.</i> <i>We recognise and respect their continuing connections to climate, Culture, Country and waters and we also pay our respects and acknowledge all Aboriginal and Torres Strait Islander peoples and their Elders present here today, in acknowledging their journey."</i>		Chair
2.	Conflicts of Interest: N/A		
3.	Heritage Archive Tour A tour of the Heritage Shared Archive was provided with a brief history of the site prior to its current shared use. The site was officially open on 25 February 2016. The tour highlighted the various spaces and collections stored and held by: <ul style="list-style-type: none"> City of Greater Dandenong - Civic and Cultural Heritage Collections Springvale and District Historical Society Dandenong and District Historical Society 		
4.	Previous Meeting Minutes The minutes were noted as accurate as recorded, no further action required.		
5.	Community Engagement		



	<p>Council's new appointed Community Engagement Lead officer was attended the meeting to learn about the role of the Committee and relevant areas of concerns to be raised with the Committee.</p> <p>The Committee welcomed the idea of being consulted on related projects at future meetings, whether from the Heritage perspective or any other areas of relevance. GG provided an example related to the development of the Sandown Racecourse, which could have been brought up at previous meetings.</p> <p>GG suggested that for future heritage related projects, the Committee can be part of the discussions and write to Council about their thoughts, feedback, or ideas before a decision is made.</p>	A process is to be explored and developed	Council officer
6.	<p>'We Built This City' Project Update</p> <p>The project was undertaken by grant funding as part of the PROV (Public Record Office Victoria), Local History Grants programs and it was finalised and launched on Sunday 30 June.</p> <p>The project was undertaken in house and supported by the local historical societies. Council thanks both the Dandenong and Springvale Historical Societies for their support of the project. External support for videoing and design services was also undertaken.</p> <p>Items from the Civic and Cultural Heritage Collection and other local and state national collections were used in the project.</p> <p>A summary of the project was provided:</p> <p>The project included the sites nominated from a callout to the community. The sites were researched, with the final outputs for the sites being the development of decal stickers and site related postcards with "Quick Response" (QR) codes which link back to individual short videos for each of the sites.</p> <p>The aim of the project is to allow different generations to connect with heritage, programs and heritage information.</p> <p>GG asked if there would be an opportunity for local schools to receive a copy of the information. Council advised this was planned as part of the second stage of the project.</p> <p>The postcards are currently available from:</p> <ul style="list-style-type: none"> • Dandenong and District Historical Society • Springvale and District Historical Society • Springvale Community Hub • Dandenong Civic Centre • Heritage Hill 		
7.	<p>Grant Programs- Copeland Grant update</p> <p>The grant has been investigated and appears feasible.</p>		



	<p>The Copland Foundation Grants fund projects throughout Australia that fall under the umbrella of Alex Copland's interest, namely, the study, management, conservation, acquisition, and interpretation of collections.</p> <p>Given the importance of the Heritage Hill site which has also been noted by the Committee in previous meetings, we have initiated an application for this grant to Review and Update the existing Conservation Management Plans for Heritage Hill Museum and Historic Gardens, Dandenong. This would involve a review of the current conservation management plan and an update. The application has been submitted to the Foundation.</p>		
8.	<p>Heritage Hill Update</p> <p>'Trees a Canopy Extraordinaire' exhibition was extended until the end of September.</p> <p>The exhibition has been promoted both in the local newspapers and online via social media posts. Council would like to acknowledge the support of the Natural Resources Conservation League (NRCL) who donated native tube stock available for all visitors of the exhibitions and to thank all our special guest presenters and the historical societies for their support throughout the exhibition period.</p> <p>Since April we have had 648 visits to Heritage Hill which also includes tours.</p>		
9.	<p>Items Relevant for Council Planning Department</p> <p>The chair noted a property for sale via the Expression of interest he recently inspected: 82-88 Carlton Road, Dandenong.</p> <p>The property has been damaged by fire and considered unsalvageable. The property may have some heritage protections and believes that whoever does purchase would attempt to demolish the house. The chair suggests that Council should look at the property for future development.</p> <p>CK noted that there is no related Agenda item listed for Historical Societies to be able to provide an update. Council advised this was an oversight and will include in future meeting agendas.</p> <p>CK also mentioned that she reviewed the 2003 edition of the Heritage Study and Heritage Places document available on the Council website. The document highlights the significance of the Keysborough Uniting Church Hall. Despite this, the Councillors decided against purchasing the property during a closed meeting, and no reasons have been provided for their decision.</p> <p>CK pointed out that, from a heritage perspective, the building is a public structure dating back to 1877. She believes this Committee should advise Council that the decision to reject the proposal was a poor choice, or at the very least, request further details regarding the rejection.</p> <p>CK commented on her recent use of Council's website when searching for heritage and observed:</p> <ul style="list-style-type: none"> • Some items on Council's Cultural Heritage Image platform eHive provided incorrect and inaccurate information and items. • Some items with poor image/photo quality and questioned the relevance of why some items were included. 		Council officer



	<ul style="list-style-type: none"> Lack of information on the Historical Societies on the Council website. <p>Council advised that the eHive system is a separate to Council's website and some of the records on eHive were uploaded quite some time ago. Council plans to review the process as errors were picked up in the process and in some of the batch uploads and labelling. Council will investigate and correct the information.</p> <p>Council informed that the digitisation volunteer program is currently on hold, and when it resumes, they will be reviewing the previously established processes.</p> <p>The contact details of the Historical Societies are included on the library website, and we are intending to include further information on the Cultural Heritage pages on Council's website.</p> <p>Council also noted that heritage research inquiries deemed more suitable for further investigation by the Historical Societies will be referred to either the Dandenong or Springvale Societies.</p> <p>The chair also wanted to remind the group, that Council, the Historical Societies and this Committee is an ecosystem and is important for all to work together.</p>	<p>Council to investigate error records in Council eHive system and correct where possible.</p>	
10.	<p>Next meeting</p> <p>Committee proposed Thursday 7 November for the next committee meeting after the election day.</p>	<p>Send out calendar invite to Committee members</p>	<p>Council officer</p>
<p>Meeting Closed: 7:32pm</p>			



4.3.7 Multicultural and People Seeking Asylum Advisory Committee Meeting Minutes 13 Aug 2024

Responsible Officer: Executive Manager Strategy Growth & Advocacy
Attachments: 1. Multicultural and People Seeking Asylum Advisory Committee Meeting Minutes 13 Aug 2024 [4.3.7.1 - 6 pages]

Officer Recommendation

That Council:

1. **NOTES** the Draft Minutes of the meeting for the Multicultural and People Seeking Asylum Advisory Committee as provided in Attachment 1 to this report; and
2. **APPROVES** the Committee's membership recommendation to include Johny C. Mattom as a member of the Multicultural and People Seeking Asylum Advisory Committee.

Executive Summary

1. At the Council meeting held 23 April 2018, Council resolved in part to *invite Advisory Committees and Reference Groups to submit meeting minutes for Council endorsement*. This resolution also allowed interested Councillors (and those that attend these Committees and Reference Groups) to speak to the meeting about items discussed at these meetings.
2. This report recommends that the Draft Minutes of the Multicultural and People Seeking Asylum Advisory Committee meeting held on 13 August 2024 as provided in Attachment 1 to this report be noted by Council.
3. That the membership recommendation of the Committee noted at section 3 of the Minutes be endorsed by the Council.

Background

4. Greater Dandenong Council is represented on a wide range of Committees, Reference Groups and Advisory Groups which frequently reflect the interests of individual Councillors in serving the broader community in their role. A full listing of these appointments is confirmed each November at Council's Meeting to elect the Mayor and Deputy Mayor and is available via Council's website.
5. The resolution of Council made on 23 April 2018 provides for Minutes of meetings held by Advisory Committees or Reference Groups to be submitted to Council for information purposes and for noting. To ensure they are provided to Council in a timely manner, Minutes of these Advisory Committees or Reference Groups are submitted to Council typically in a draft form (in that they have not yet been adopted by the relevant Committee). If significant material changes occur when they are adopted by the Advisory Committee or Reference Group, then those particular Minutes would then be resubmitted to Council for noting.
6. As such, Draft Minutes are provided as Attachment 1 to this report.
7. There are no financial implications associated with the development and submission of this report.



Links to the Community Vision and Council Plan

8. 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.
9. 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 Council that demonstrates leadership and a commitment to investing in the community.

Legislative and Policy Obligations

10. 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.
 - *Victorian Charter of Human Rights and Responsibilities* 2006.

Advisory Committee or Reference Group Name: Multicultural and People Seeking Asylum Advisory Committee (MAPSAAC)

Date of Meeting: 13 August 2024

Time of Meeting: 9.30am-11.30am

Meeting Location: Springvale Community Hub Room 2 & 3 (5 Hillcrest Grove, Springvale VIC 3171)

Chairperson: Kylie Reid (Chisholm Institute – Foundation College)

Attendees:

Mayor Cr Lana Formoso (City of Greater Dandenong [CGD]), Chaw Po (Community Member), Jacquie McBride (Monash Health), Mamiko Nakada (Sisterworks), Peter McNamara (South East Community Links [SECL]), Liz Mulqueeny (Life Without Barriers [LWB]), Megan Brownbrooke (LWB), Marziyah Razi (Settlement Services International [SSI]), Community Advocacy Officer (CGD)

Apologies: Lauren Blanch (Australian Red Cross), Adwin Town (Voice of Outer South East), Ali Al Lawati (Community Member), Sri Samy (Friends of Refugees), Qutbiam Timor (Refugee Resource Hub - Asylum Seeker Resource Centre), Hamed Saberi (Victorian Afghan Association Network [VAAN]), Aran Mylvaganam (South East Monash Legal Service), Coordinator Community Advocacy (CGD), Hamish Fernando (Community Member)

Item No.	Item	Action
1.	<p>Welcome, Acknowledgement of Country and Introductions</p> <p>Chair welcomed new members and acknowledged Country –</p> <p><i>We acknowledge the Traditional Custodians of this land, the Bunurong People, and pay respects to their Elders past and present.</i></p> <p><i>We recognise and respect their continuing connections to climate, Culture, Country and waters and we also pay our respects and acknowledge all Aboriginal and Torres Strait Islander peoples and their Elders present here today, in acknowledging their journey.</i></p>	Chair
2.	<p>New Members Introduction: Settlement Service International (SSI)</p> <ul style="list-style-type: none"> Marziyah Razi from Settlement Services International (SSI) introduced their programs, highlighting the following key services: <ul style="list-style-type: none"> Domestic Violence Programs, Employment Programs, Settlement Services, Education & Training, Health & Wellbeing, Family, Children & Youth Programs, Disability Services, Home Care. SSI provides free interpreter services to ensure that language barriers do not impede access to essential support services. More details: <Link: https://www.ssi.org.au/about-us/our-services/ > Marziyah's introduction was well-received, and the committee acknowledged the valuable services provided by SSI. 	
3.	<p>Member Resignation: Roz Blades AM (Community Member)</p> <ul style="list-style-type: none"> Roz Blades AM (Community Member) has resigned from the committee. The Mayor suggested drafting a letter of appreciation for Roz Blades, acknowledging her significant contributions to the committee as a community member & founding member of 	Prepare and send a mayoral letter of appreciation to Roz Blades.

	<p>the Mayoral Taskforce Supporting People Seeking Asylum - Back Your Neighbour campaign.</p> <p>Membership Nomination for Recommendation and Endorsement</p> <ul style="list-style-type: none"> • Johny C. Mattom from MI Smart Life submitted an Expression of Interest to join the committee as a community member. Johny brings over 30 years of experience in community development, with extensive work supporting multicultural clients, including refugees and people seeking asylum. His expertise includes psycho-social assessments, family therapy, and strong skills in report compilation and relationship management. Johny is fluent in Tamil, Malayalam, and English. The committee approved Johny's membership nomination. • Details and the organisation's website have been shared with committee members for their consideration. (More details: https://www.mismartlife.org.au/) • The Committee requested to get the approval from members who sent apologies for their absence. This action was noted and subsequently approved by the Committee members after the meeting. 	<p>Committee's recommendation for Johny C. Mattom's membership to the Advisory Committee be included in the MAPSAAC Council report for Council's formal endorsement.</p>
4.	<p>Trends and Observations: Status Resolution Support Services (SRSS) Eligibility, Immigration Detention NZYQ Cohort - Intake and Applications: Life Without Barriers (LWB)</p> <ul style="list-style-type: none"> • LWB and SSI are key national immigration support service programs. LWB Case work coordinators are involved in both community settings and detention centres. • Over the past 12 months, LWB has expanded significantly, incorporating around 140 new clients with varied needs. This includes clients affected by permanent residency cancellations and those released into the community on bridging visas. • Update on new partnerships with Aceso Health for mental health support and Victorian Association for the Care and Resettlement of Offenders (VACRO) for employment services establishment. An internal mental health team has been introduced to address behavioural issues in LWB. • LWB Band Support Overview: <ul style="list-style-type: none"> - Band 1: Support for unaccompanied minors in alternative detention; not currently provided by LWB. - Band 2: Support for unaccompanied minors with a focus on independent living skills and cultural support. - Band 3: Extensive support for clients in temporary accommodation while their status is assessed. - Band 4: Intensive support for clients transitioning to independent living from detention or lower support bands. - Bands 6 and 5: Support for individuals and families living independently in the community, focusing on maintaining independence. <p>(For more details: https://www.lwb.org.au/services/refugees-and-asylum-seekers/)</p> <ul style="list-style-type: none"> • Megan Brownbrooke from LWB has expressed her availability to assess any cases and encourages submitting applications through the appropriate channels. She is keen to review and provide support for any cases that meet the criteria for the SRSS program. 	<p>Committee encouraged to share the SRSS program link with eligible clients or nominate clients who may be eligible.</p>

5.	<p>Refugee Health and Wellbeing service update: Monash Health</p> <ul style="list-style-type: none"> Monash Health provided an update on their state-funded services for newly arrived humanitarian arrivals. The service is dedicated to addressing complex health needs and aims to connect individuals with universal health programs as soon as appropriate. <p>Key Points:</p> <ul style="list-style-type: none"> - Population Data: As of recent updates, approximately 120 million people are displaced globally. The number of refugees currently stands around 68 million. - Service Focus: Monash Health targets those with high complexity health needs and significant social vulnerabilities, often working with individuals who do not have Medicare. The service intervenes for up to 6-12 months and connects individuals to primary care services where feasible. - Staff and Structure: The service includes 32 staff members and operates within the governance of a large health network. It combines clinical care with community development and engagement efforts. - Referrals and Case Load: There has been a significant increase in referrals for health assessments since 2022, with a doubling compared to pre-COVID levels. The region is noted for high settlement rates, with Monash Health potentially servicing the highest settlement region in Victoria. <p>Challenges and Solutions:</p> <ul style="list-style-type: none"> - Medicare Eligibility: A high percentage of patients continue to be Medicare-ineligible, impacting service delivery. - Gender and Age Trends: Recent trends show a more balanced gender distribution and an increase in child refugees, likely due to recent large-scale evacuations. - Palestinian Arrivals: There is an ongoing response to arrivals from Palestine. Challenges include tracking visa status and providing adequate medical support. There is significant concern over mental health and trauma, with an expected slow process for resolving these issues. <p>Recent Activities:</p> <ul style="list-style-type: none"> - Health and Social Support: There is active collaboration with pro bono doctors and health professionals for the Palestinian cohort, though challenges persist in providing comprehensive care. - Research and Capacity Building: Monash Health invests in capacity building and research, focusing on primary care and enhancing local GP capabilities. <p>Current Status:</p> <ul style="list-style-type: none"> - Community Impact: Despite ongoing challenges, the service remains committed to improving health outcomes for refugees and is working on advocacy and support strategies to address identified gaps. 	
6.	<p>Services and Initiatives: Friends of Refugees</p> <p>This item was not discussed as Sri Samy (Friends of Refugees) was unable to attend the meeting.</p>	
7.	<p>Overview of Recent Activities in CGD and Casey Networks</p> <ul style="list-style-type: none"> Chair provided an overview of Skills and Jobs Networks - two separate networks operate in the Greater Dandenong and Casey regions, focusing on employment and skills 	

	<p>development. These networks include job service providers and community organizations.</p> <p>The networks facilitate information sharing about employment programs, job training, and transport logistics. They have been successful in connecting providers and effectively sharing resources. The meeting links and details for interested parties can be shared upon request.</p> <p>Contact Details:</p> <ul style="list-style-type: none"> - Dandenong Network: Millie Cooper, Youth Mental Health Vocational Services Supervisor at Headspace. E: Millie.Cooper@headspacedandenong.com.au - Casey Network: Rakhee Nair, Senior Economic Development Officer, Growth and Investment City of Casey. E: Rnair@casey.vic.gov.au <ul style="list-style-type: none"> • Anti-Racism Network: A collaborative effort between Casey and Dandenong to address and combat racism. This network is working on developing a term of reference and gathering community feedback on reporting and addressing racism. Chair noted that the network is in the early stages but is making progress in understanding and addressing racism within the community. Contact Details: Marek Krol Community Advocacy Officer City of Greater Dandenong E: Marek.Krol@cgd.vic.gov.au • Game Change Initiative: This initiative, led by City of Greater Dandenong, is launching an employment hub in Chisholm's Skills and Jobs Centre starting 3 September. The hub will offer support with employment, resume writing, and interview skills, and provide access to material aid and housing resources. Contact Details: Andrea Wintrip, Community Revitalisation Project Coordinator, SEBN City of Greater Dandenong E: Andrea.Wintrip@cgd.vic.gov.au <p>Various job service providers, including Southern Migrant & Refugee Centre (SMRC), will be involved. Cultural volunteers may be included to provide language support.</p> <ul style="list-style-type: none"> • Settlement Services Partnership Guide: A guide has been developed to outline services provided by SSI and Workforce Australia, aimed at helping service providers understand and connect with available programs. <p>The guide includes information on service offerings, client journeys, and program eligibility. It will be available online for service providers.</p> <p>Contact Details: Katie Sheargold Local Jobs Program Support Officer Workforce Australia E: Katie.Sheargold@employmentfacilitator.com.au</p> <ul style="list-style-type: none"> • Southeast Settlement Services Network is reviewing its terms of reference and considering expanding its focus to include broader migration issues. Enhancing the network's role beyond information sharing, potentially involving more advocacy and project work. Contact Details: Sharon Smith Senior Manager Settlement Services SMRC E: SharonS@smrc.org.au • Chair informed the committee regarding the collaboration between Chisholm's Allied Health Department and Skill Invest to offer a three-week course for CALD community students, culminating in potential employment opportunities. Entry into Care: this program has completed its first round. Details will be provided if a second round will go ahead https://www.chisholm.edu.au/courses/statement-of-attainment/entry-into-care-roles-skill-set 	
--	---	--

	<ul style="list-style-type: none"> Chair also highlighted that, ten Adult Migrant English Program (AMEP) students participated, with some now meeting with employers for potential traineeships. This project is now complete: https://www.chisholm.edu.au/industry/case-study/engineering-case-study <p>Discussion & Comments:</p> <ul style="list-style-type: none"> Mayor Cr Lana Formoso suggested coordinating with Casey Council to display anti-racism signs that have been successfully implemented around the City of Greater Dandenong (CGD). She further emphasized that this initiative aims to enhance visibility and awareness of anti-racism efforts across the region. 	Share the digital copy or image of the sign to the chair.
8.	<p>Other Business Updates</p> <ul style="list-style-type: none"> Mayor Cr Lana Formoso provided an update on the delegation's activities at the 2024 Australian Local Government Association conference in Canberra. She mentioned that 14 meetings were arranged with different Ministers and Members of Parliament to advocate for the causes of refugees and people seeking asylum. Additionally, three representatives with refugee background lived experience joined the delegation in Canberra for these meetings. The Back Your Neighbour campaign now has endorsements from over 40 community organisations and has gathered more than 600 petition signatures. MAPSAAC Members were encouraged to sign the petition and to endorse the Back Your Neighbour Campaign on behalf of their organisation. [Sign: https://backyourneighbour.com.au/petition/]. The committee was informed about the upcoming council election period, which will run from 17 September to 26 October 2024, in line with the Local Government Act 2020. Key points include: <ul style="list-style-type: none"> Certain Council decisions will be prohibited as per Governance Rules. Community grants funding applications and public consultation activities will be suspended. Council communications, including social media, will be approved by CEO. There will be a pause in the publication of the Greater Dandenong Council News in October. Councillor profiles on the website will be limited, and citizenship ceremonies will not be held. Council events will be minimised, and Councillors will not serve as spokespeople during this time. <p>Discussion & Comments:</p> <ul style="list-style-type: none"> The committee suggested following up with Adwin Town (Voice of Outer South East), and Aran (South East Monash Legal Service) regarding the presentation they agreed to prepare and discuss about unlawful citizenship in the community. The committee members have decided to review attendance and participation, emphasizing the importance of consistent engagement. They agreed to remind members of the attendance requirements as outlined in the Terms of Reference and to address any ongoing challenges or changes in availability with individual members as needed. The committee members have agreed to request that Ali Al Lawati (Community Member step down from the committee 	<p>Follow up with Adwin Town and Aran regarding the presentation on unlawful citizenship in the community.</p> <p>Contact Ali Al Lawati to formally request that he</p>

	due to his inability to meet the attendance requirements, allowing an opportunity for another individual to contribute actively.	step down from the committee, following the decision made by the members.
	<p>Meeting closed 10:47am.</p> <p>Next Meeting is Tuesday 12 November 2024, in person at Springvale Community Hub Room 2 & 3 Time 9:30 am – 11:30 am</p> <p>Speakers will be:</p> <ol style="list-style-type: none"> 1. SECL – Peter McNamara 2. Voice of the Outer South East - Adwin Town 3. Chaw Po (Community Member) 4. Hamish Fernando 5. SSI - Marziyah Razi 	Chair



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