

Agenda

Council Meeting

Monday 26 May 2025, 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 26 May 2025, 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](#)

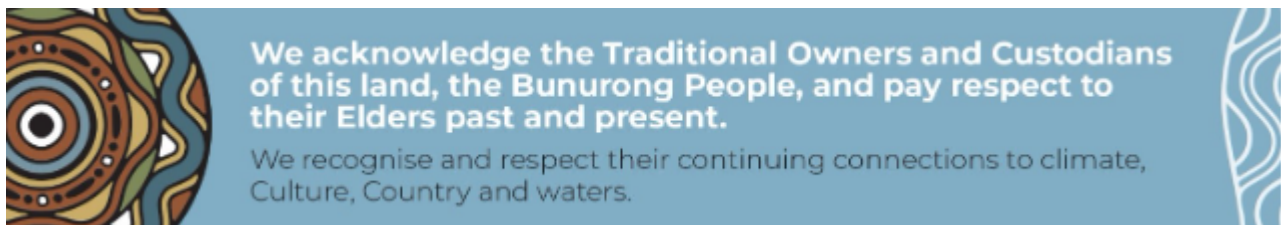
[Cr Isabella Do](#)

[Cr Melinda Yim](#)

[Cr Lana Formoso](#)

[Cr Rhonda Garad](#)

[Cr Alice Phuong Le](#)



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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.



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1 MEETING OPENING

1.1 OPENING OF MEETING BY CHAIR

1.2 ATTENDANCE



1.3 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS OF LAND

Those who wish to stand for the acknowledgement to country are welcome to do so.

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 Sr Wijeyavani "Vani" Wijeyakumar, a member of the Greater Dandenong Interfaith Network.



1.5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Meeting of Council held 12 May 2025.

Recommendation

That the Minutes of the Meeting of Council held 12 May 2025 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 STATUTORY PLANNING APPLICATIONS

2.1.1 Town Planning Application – No. 445 Thompson Road BANGHOLME (Planning Application No. PLN24/0399)

Responsible Officer: Executive Director City Futures

Attachments:

1. Assessed Plans Documents [2.1.1.1 - 13 pages]
2. Location of objectors [2.1.1.2 - 2 pages]

Officer Recommendation

That Council **RESOLVES** to issue a Notice of Decision to grant a planning permit in respect of the land known and described as 445 Thompson Road BANGHOLME VIC 3175, for the purpose of Buildings and Works (Shed) in accordance with the plans submitted with the application subject to the following conditions:

Planning scheme clause	Matter for which the permit has been granted
Clause 35.04-5	Buildings and works – A building which is within 100 metres from a dwelling not in the same ownership.
Clause 35.04-5	Buildings and works – Associated with a use in Section 2 of Clause 35.04-1
Clause 42.01-2	To construct a building or construct or carry out works

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. Contour levels and Finished Floor Levels (FFLs) of the proposed shed to AHD, and the minimum finished floor level of the proposed shed set at least 150mm above the surrounding ground level.
 - 1.2. The provision of a plant schedule giving a description of botanical name, common name, mature height and spread, pot size, purchase height (if a tree) and individual plant quantities. The recommended vegetation should be in accordance with the Greater Dandenong Landscape Plan Guidelines May 2023.
 - 1.3. Any changes in accordance with Condition 2 and 3 requirements.

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



- 2. Concurrent with the endorsement of Condition 1 plans, a Drainage Plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The drainage drawings must direct all drainage (including surface drainage) to a suitable location on the land, and provide details of the connection to stormwater infrastructure, all to the satisfaction of the Responsible Authority. The drainage drawings should show:**

- 2.1. Location of the Legal Point of Discharge (LPD), and its connection to internal drainage infrastructure;**
- 2.2. 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;**
- 2.3. Measures to ensure the discharge of water from the property is controlled around its limits to prevent any discharge onto any adjacent properties;**
- 2.4. Any calculations and investigations necessary to demonstrate the performance of the drainage system;**

All to the satisfaction of the Responsible Authority.

- 3. Concurrent with the endorsement of Condition 1 plans, provide an Earthworks Plan that shows final levels, or other treatments to the satisfaction of the Responsible Authority, this includes details of the existing levels in the area. The earthworks plan should show:**

- 3.1. The maximum levels of cut and fill associated with the approved works;**
- 3.2. Measures to minimise soil erosion, and any exposed areas of soil must be stabilised to prevent soil erosion;**
- 3.3. Measures to maintain soil erosion control, throughout the construction stage of the development, and must be controlled in accordance with the Environment Protection Authority Guideline TG208/90.**
- 3.4. Measures to ensure no polluted or sediment laden run-off is to be discharged directly into drains or watercourses;**

All to the satisfaction of the Responsible Authority.

- 4. The development as shown on the endorsed plans must not be altered without the further written consent of the Responsible Authority.**
- 5. Once the development has started, it must be continued and completed in accordance with the endorsed plans, to the satisfaction of the Responsible Authority.**
- 6. The outbuilding hereby approved must only be used for storage purposes for goods associated with the use of the land as a place of worship, or for the general maintenance of the land, unless with the written consent of the Responsible Authority. The building must not be used for human habitation or occupation, or the holding of any events or functions.**



7. All building finishes must be of a non-reflective nature; and cladding materials be of natural colours, muted tones and/or matte finishes that best immerse the built form within the rural landscape.
8. Goods, materials, equipment and the like associated with the use of the land must not be displayed or stored outside the building, without the further written consent of the Responsible Authority.
9. The unused portion of the land must be kept drained, tidy, mown and clear of the storage of items at all times, to the satisfaction of the Responsible Authority.
10. Floor levels shown on the endorsed plan(s) must not be altered or modified without the further written consent of the Responsible Authority.
11. The site shall be kept in a neat and tidy condition at all times, all to the satisfaction of the Responsible Authority.

Melbourne Water

12. The shed must be constructed with finished floor levels set no lower than 150mm above the Natural Surface Level.
13. The layout of buildings and works as shown on the plans must not be altered without prior written consent from Melbourne Water.

Permit Expiry:

14. This permit will expire if;

14.1. The development does not start within two (2) years of the date of this permit,

14.2. The development is not completed within four (4) years of the date of this permit;

Before the permit expires or within six (6) months afterwards, the owner or occupier of the land may in writing request the Responsible Authority to extend the expiry date.

Notes:

- The property is identified to be subject to flooding in major rain events. An application for Report and Consent for Flooding is required. Asset Management Team is to be contacted to confirm the minimum finished floor level (FFL) of the proposed development.
- 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.
- A building approval may be required prior to the commencement of the approved works.
- The conditions of Planning Permit No. PLN01/0794 issued on 27/03/2002 continue to apply to the land and must be read as conditions under this permit.



- **This permit relates to the buildings and works (storage shed) only. Except where no planning permit is required under the provisions of the Planning Scheme, any other buildings and works may be subject to a separate application. Prior to the construction of any buildings and works, consultation should be made with the officers of the Town Planning Department to determine the relevant Planning Scheme controls.**
- **Prior to the final design being completed, the applicant should consult with Council's Infrastructure Planning Department in regard to the legal point of discharge for the site.**
- **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.**
- **No buildings or works shall be constructed over any easement without the written consent of the relevant authorities.**

Application Summary

Applicant:	Steelcorp
Proposal:	Buildings and Works (Shed)
Zone:	Green Wedge Zone (Schedule 1)
Overlay:	Environmental Significance Overlay (Schedule 3) Vegetation Protection Overlay (Schedule 1)
Ward:	Keysborough South

1. This application has been brought before Council because it has received sixteen (16) objections.
2. The application proposes to construct a storage shed in association with an existing Place of Worship at the subject site. No vegetation is proposed to be removed.
3. The development of the land for a storage shed is ancillary to the Place of Worship. The site has historically been used as a Place of Worship and it is not proposed to change this use.
4. A permit is required pursuant to the following clauses of the Greater Dandenong Planning Scheme:
 - Clause 35.04-5 (Green Wedge Zone) – a permit is required to construct or carry out buildings and works associated with a use in Section 2 of Clause 35.04-1;
 - Clause 35.04-5 (Green Wedge Zone) – a permit is required to construct or carry out buildings and works associated with a building which is within 100 metres from a dwelling not in the same ownership;
 - Clause 42.01-2 (Environmental Significance Overlay) - a permit is required to construct a building or construct or carry out works.
5. This report recommends to issue, a Notice of Decision to grant a permit for the purpose of Buildings and Works (Shed).



Objectors Summary

6. The application was advertised to the surrounding area through the erection of a notice on-site and the mailing of notices to adjoining and surrounding owners and occupiers. Sixteen (16) objections were received to the application. Issues raised generally relate to matters of:
- Insufficient information submitted with application; and
 - Development is not compliant with green wedge policies;

Recommendation Summary

7. As assessed, the proposal is consistent with and appropriately responds to the provisions of the Greater Dandenong Planning Scheme. Council officers are of the view that on balance, the proposal's degree of compliance with the Planning Scheme and the net community benefit justifies that the application should be supported. Therefore, it is recommended that a permit be granted a Notice of Decision (which provides appeal rights to objectors) to grant a permit be issued 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 out would start at approximately \$20,000.

Subject Site and Surrounds

Subject Site

9. The subject site is located on the north side of Thompson Road.
10. The site is rectangular in shape and is approximately 423 metres west of Dandenong Frankston Road on the boundary of the City of Greater Dandenong municipality. The site has a frontage to Thompson Road of 91.47 metres, a depth of 201.16 metres and a total site area of 1.705 ha.
11. The site is occupied by an existing place of worship (Samoan Seventh Day Adventists) consisting of a single storey brick building with steel gable roof and an external portable building. The existing building is approximately 56 metres from the front boundary, 8 metres from the eastern (side) boundary, and 60 metres from the western (side) boundary and 97 metres from the northern (rear) boundary.
12. Car parking is located to the north-west and to the south-east corner of the existing building.
13. The site has an existing 5.03 metre easement along the northern boundary for the purposes of drainage in favour of lots on LP74557. No works are proposed over this easement.

Surrounding Area

14. The subject site is located within a rural setting to the north, east and south.
15. Immediately to the north of the subject site is a poultry farm.
16. To the east of the subject are smaller rural residential lots containing single storey brick/render dwellings with steel hipped roofs.
17. Located 325 metres to the north and along the western boundary of the subject site is land used as the Bunurong Memorial Park.



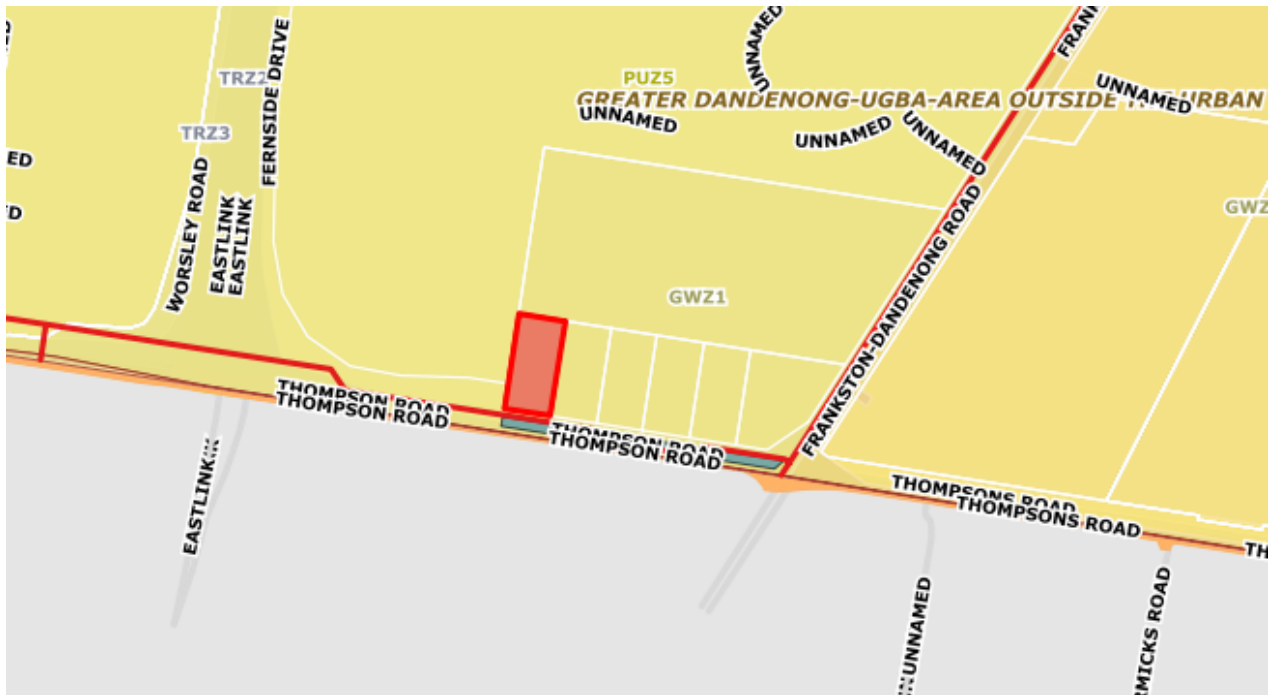
18. The site is in close proximity to Eastlink, approximately 430 metres to the west, and Frankston City Council immediately to the south.

Locality Plan

19. An image of the subject site is provided below (Google Street-view, August 2023):



20. A zoning map of the subject site and the surrounding area with the site highlighted in red, is located below (NearMap March 2025).





21. An aerial photograph of the subject site and the surrounding area, with the site highlighted in red, is located below (NearMap March 2025).



Background

Previous Applications

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

Permit No.	Permit Details
No. 1999/0697	<i>Issued on the 07/08/2000 to use and develop the site for the purpose of a Place of Assembly/Place of Worship, with reduced car parking under the Planning Scheme.</i>
PLN01/0794	<i>Issued on the 27/03/2002 to construct buildings and works (extension to an existing Place of Assembly/Place of Worship), together with associated car parking.</i>
PLN07/0552	<i>Issued on the 14/03/2008 for the removal of one remnant native tree.</i>
PLN09/0093	<i>Issued on 02/10/2009 for Buildings & Works (Administrative Building for existing place of worship)</i>
PLN12/0109	<i>Issued on 29/06/2012 for Building and Works (Raising of Roof)</i>
PLN13/0244	<i>Issued on 26/09/2013 for Building and Works (Shipping Containers)</i>



Proposal

23. The application proposes to construct a storage shed in association with an existing Place of Worship at the subject site. The applicant has advised that the shed will be used for the storage of second-hand furniture for a charity entity associated with the Place of Worship to provide furniture to the community and families in need.
24. The shed is proposed to have the dimensions 40 metres in length, by 21 metres in width (840sqm) and will be located 10 metres from the rear boundary of the site, and 25 metres from the east and west boundaries of the site.
25. The proposed shed will be of steel construction with a maximum height of 7.31 metres, and will include a 4 metre awning and four (4) roller doors on the southern elevation. The total site coverage of the shed is 1000 sqm.
26. The walls and roof will be clad in corrugated colorbond steel sheeting, Woodland Grey in colour. Access to the shed is via a 10 metre wide concrete accessway connecting the existing car park to the shed.
27. No vegetation is proposed to be removed. Landscaping has been proposed along the north edge of the existing car park to provide visual screening of the shed from the public realm.
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. Pursuant to the Greater Dandenong Planning Scheme, the following planning permit triggers apply:
 - Clause 35.04-5 (Green Wedge Zone) – a permit is required to construct or carry out buildings and works associated with a use in Section 2 of Clause 35.04-1;
 - Clause 35.04-5 (Green Wedge Zone) – a permit is required to construct or carry out buildings and works associated with a building which is within 100 metres from a dwelling not in the same ownership;
 - Clause 42.01-2 (Environmental Significance Overlay) - a permit is required to construct a building or construct or carry out works.



Zoning Controls

31. The subject site is located in a **Green Wedge Zone (Schedule 1)**, as is the surrounding area.

32. The purpose of the Green Wedge Zone outlined at Clause 35.04 is:

- *To implement the Municipal Planning Strategy and Planning Policy Framework.*
- *To recognise, protect and conserve green wedge land for its agricultural, environmental, historic, landscape, recreational and tourism opportunities, and mineral and stone resources.*
- *To encourage use and development that is consistent with sustainable land management practices.*
- *To encourage sustainable farming activities and provide opportunity for a variety of productive agricultural uses.*
- *To protect, conserve and enhance the cultural heritage significance and the character of open rural and scenic non-urban landscapes.*
- *To protect and enhance the biodiversity of the area.*

33. Pursuant to Clause 35.04-5 a permit is required to construct or vary any of the following:

- *A building which is within 100 metres from a dwelling not in the same ownership.*
- *A building or works associated with a use in Section 2 (Place of Worship) of Clause 35.04-1.*

34. Given that the proposed shed is in the Green Wedge Zone and the works are within 100 m of the neighbouring dwelling to the east, and the works are associated with the use of the site as a place of worship – which is a Section 2 use, a planning permit is required under the zone.

Overlay Controls

35. The subject site is affected by **Environmental Significance Overlay (ESO3)**, the purpose of which is to:

- *To implement the Municipal Planning Strategy and Planning Policy Framework.*
- *To identify areas where the development of land may be affected by environmental constraints.*
- *To ensure that development is compatible with identified environmental values.*

36. Pursuant to Clause 42.01-2, a permit is required to construct a building or construct or carry out works.

37. The subject site is also affected by **Vegetation Protection Overlay (VPO1)**. However, given that it is not proposed to remove, destroy, or lop any vegetation, this overlay is not triggered and is therefore not required to be further considered.



State Planning Policy Framework

38. The **Operation of the State Planning Policy Framework** outlined at Clause 10 seeks to ensure that the objectives of planning in Victoria are fostered through appropriate land use and development planning policies and practices which integrate relevant environmental, social and economic factors in the interests of net community benefit and sustainable development. The objectives of Planning in Victoria are noted as:
- *To provide for the fair, orderly, economic and sustainable use, and development of land.*
 - *To provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity.*
 - *To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria.*
 - *To conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value.*
 - *To protect public utilities and other facilities for the benefit of the community.*
 - *To facilitate development in accordance with the objectives set out in paragraphs (a), (b), (c), (d) and (e).*
 - *To balance the present and future interests of all Victorians.*
39. 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.
40. **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. The following sub-clauses are also applicable to this application:
- **Clause 11.01-1R (Green Wedges – Metropolitan Melbourne)** seeks to support development in the green wedge that provides for environmental, economic and social benefits.
41. **Clause 12 (Environmental and Landscape Values)** seeks to protect the health of ecological systems and the biodiversity they support (including ecosystems, habitats, species and genetic diversity) and conserve areas with identified environmental and landscape values.
42. **Clause 15.01 (Built Environment and Heritage)** states that planning should ensure that all land use and development appropriately responds to its surrounding landscape and character, valued built form and cultural context.
43. **Clause 19 (Infrastructure)** states that planning is to recognise social needs by providing land for a range of accessible community resources, such as education, cultural, health and community support (mental health, aged care, disability, youth and family services) facilities. The following sub-clauses are also applicable to this application:
- **Clause 19.02-3S (Cultural Facilities)** seeks to develop a strong cultural environment and increase access to arts, recreation and other cultural facilities
 - **Clause 19.02-3R (Social and Cultural Infrastructure)** seeks to provide fairer distribution of and access to, social and cultural infrastructure.



Local Planning Policy Framework

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

45. 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:

- **Green Wedge:** *The Greater Dandenong Green Wedge is located in the middle of the broader South East Green Wedge which extends from Clarinda in the City of Kingston to Cranbourne South in the City of Casey.*

The majority of the Greater Dandenong Green Wedge is in private ownership. It includes many facilities and land uses of strategic importance to the surrounding region and to the wider metropolitan area, including:

- *The Eastern Treatment Plant and related odour buffers.*
- *Areas of landscape and environmental significance.*
- *Areas with potential for waste-water recycling.*
- *Designated odour and safety buffers near the Dandenong South industrial area.*
- *Locations with productive agricultural potential.*

Council's Green Wedge Management Plan (Revised, January, 2017) sets out the vision, objectives and actions for the future management of the green wedge.

46. Greater Dandenong's vision is outlined at **Clause 21.03**. In particular, Clause 21.03 vision for the City of Greater Dandenong's Green Wedge Zones is:

- A city whose green wedge provides a green, spacious relief from the surrounding urban development and supports a range of activities including agriculture, water treatment, recreation, education, and rural living that are carefully located and designed to respect the important environmental, cultural heritage, water management, landscape, and amenity values and functions of the region.
- A healthy community that embraces a sense of pride and belonging and works together to achieve an economically, socially and environmentally sustainable future.

47. Outlined in **Clause 21.03-2**, the way to achieve this vision stipulated in the Greater Dandenong Planning Scheme is by providing:

- Strategies that reduce air, water and noise pollution, strategies that promote ecologically sustainable development, strategies that allow for increased residential densities in appropriate locations and provide for diverse housing needs without compromising the valued characteristics of the area; strategies to protect and reinforce the rural landscape in Greater Dandenong's Green Wedge and strategies that reinforce the Green Wedge Zone as a 'Green Space' between urban growth corridors.
- Strategies that create health promoting environments that are welcoming, inclusive and make a positive contribution to the health and wellbeing of Greater Dandenong's diverse communities



48. **Clause 21.06-3 Open Space and natural environment (Municipal Strategic Statement)** is relevant to this application, with the following objectives for Green Wedge applicable to this application:
- *To protect and enhance the ecological values of the Green Wedge and improve connectivity.*
 - *To manage risks associated with potential soil and water contamination.*
 - *To improve flood and inundation management.*
 - *To enhance the role and function of the Greater Dandenong Green Wedge as a water management asset.*
49. **Clause 22.02 Green Wedge** is relevant to this application, given the location of the subject site within a Green Wedge Zone, Schedule 1. The subject site is located within the Eastern Treatment Plant (ETP) Precinct, which contains the following precinct objective:
- *To ensure that new uses are compatible with the operations of the ETP and nearby areas, recognise the constraints caused by flooding and provide for agricultural and other rural uses.*
50. **Clause 22.02 Green Wedge** also specifies the preferred land uses for subject sites within the ETP precinct as being:
- *Waste water treatment and provision of recycled water.*

Particular Provisions

51. **Clause 51.02 (Metropolitan Green Wedge Land)** seeks to protect metropolitan green wedge land from uses and development that would diminish its agricultural, environmental, cultural heritage, conservation, landscape natural resource or recreation values.
52. **Clause 52.06 (Car Parking)** needs to be considered to determine the appropriateness of the car parking provision of the development.

General Provisions

53. **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.

Operational Provisions

54. **Clause 71 – Operation of the Planning Policy Framework** is also applicable. Clause 71.02-1 states that the Planning Policy Framework must change as the needs of the community change. Furthermore, it is noted that the objectives of planning in Victoria are fostered through appropriate land use planning policies and practices that integrate relevant social and economic factors in the interests of net community benefit.



Restrictive Covenants

55. A review of the submitted documents indicate that Covenant E902900 created on 17/07/1973 relate to the creation of an easement in favour of the Gas and Fuel Corporation of Victoria, for full and free liberty and right over the easement. The proposal will not affect this covenant.

Links to the Community Vision and Council Plan

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

- Not Applicable

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

- Not Applicable

Diversity, Access and Equity

58. 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

59. 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

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

Referrals

61. The application was externally referred to:

External Authority	Response
Melbourne Water (Determining)	No objections, subject to conditions

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

Internal Units	Response
Asset	No objections, subject to conditions.
Civil	No objections, subject to conditions.



Advertising

63. 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 Thompson Road.
64. The notification has been carried out correctly. Council has received sixteen (16) objections to date.
65. It should be noted that following the submission of the Section 57A amendment on 3rd April 2025, the application was not re-advertised as it is considered that the amendment only related to the provision of supplementary information and would not cause additional adverse impacts to surrounding residences.
66. The amendment provided additional details including:
- An amended Planning Report providing more details on the proposal and justifications for the size of the shed;
 - Amended plans showing the location of screen planting and concrete access from the existing car park to the proposed shed.

The location of objectors/submitters is shown in Attachment 2 to this report.

Summary of Grounds of Submissions/Objections

67. The objections are summarised below (**bold**), followed by the Town Planner's Response (*italics*).
68. **Insufficient detail provided within application**
- *The application documents submitted were considered sufficient. The application was internally referred to Council's Asset and Civil Development Departments and Melbourne Water. No concerns were raised subject to conditions.*
69. **Use**
- *The site has historically been used as a Place of Worship and it is not proposed to change the use of the site. The shed is proposed to be used for storage only, ancillary to the Place of Worship. Conditions on the permit will ensure the orderly and general maintenance of the areas surrounding the shed and how the shed can be utilised.*
70. **Inconsistency with the character of the green wedge;**
- *The proposed shed in this location is considered appropriate as adjoining sites to the north and to the east all contain one or more sheds associated with the use on those sites. These surrounding sheds varying in size and scale and therefore this new building would not be at odds with other similar structures in the surrounding area.*
71. Fifteen (15) of the objections received also raised concerns relating to the use of the site for a 'truck park'. A site inspection was conducted on 19 March 2025, and a search through Council records did not reveal any active, or past compliance issues for the site in relation to a truck-trailer park for this location. It is not proposed to alter the existing use on-site, and it is not proposed to store trucks or trailers in the proposed shed.



Assessment

72. The proposal has been assessed against the relevant provisions of the Planning Policy Framework and Local Planning Policy Framework, the zoning of the land, the relevant particular provisions, and the decision guidelines of Clause 65.
73. Overall, the proposal is considered acceptable and would not result in any adverse impact to the amenity of adjoining or surrounding land.

Use

74. The proposal will not alter the existing use of the land for a Place of Worship. The shed is proposed to be used for storage ancillary to the operations of the Place of Worship.
75. The proposal is considered to be consistent with the objectives of the Green Wedge Policy (Clause 22.02-1) as the new shed is to be used for storage only, in conjunction with an existing place of worship use, and will not increase the number of vehicles accessing the site and will provide a vital service to the community.

Development

76. It is proposed to construct a shed with the dimensions 40 metres by 21 metres (840sqm), located 10 metres from the rear boundary of the site, and 25m from the east and west boundaries of the site.
77. The Green Wedge Policy states that built forms should incorporate appropriate building materials and finishes, setbacks and landscaping which complement the low scale open character of the green wedge. The colour 'woodland grey' has been nominated for the shed and this is considered an appropriate colour selection for its context.
78. An assessment against the siting and design guidelines as identified in the 'Built Form and Heritage' section of the 'Green Wedge Management Plan (Revised January 2017)' has been undertaken. The shed is sited behind the existing Place of Worship and associated car park. Screen planting is proposed between the existing car park and proposed shed. It is considered that the setbacks and siting will provide a sufficient opportunity to reduce visual impacts and will not impact any significant views or ridgelines. The existing low-density character of the area is maintained as the structure would be largely obscured from Thompson Road. In keeping with the broader strategic policy of the *Green Wedge Management Plan*.
79. The proposal will not require the removal of any vegetation from the land or have any major impact on the biodiversity of the flora and fauna on the site and its surroundings; hence it is not foreseen that there will be any impact on land degradation, salinity, or reduction in water quality.
80. The application was referred to Councils Civil Development and Asset Planning Department as well as Melbourne Water in relation to drainage and localised flooding. No concerns were raised by any Council department or Melbourne water in relation to drainage or flooding. Conditions are to be imposed to ensure the floor levels of the shed will be to the requirements of Council and Melbourne Water and that drainage of the site can be appropriately managed.
81. In summary, the shed is a typical built form associated with the storage of goods and/or equipment. It is considered that the proposed shed is suitable for the site and for the context of the area as it will not further prohibit the future expansion, use or development of rural activities on the site or surrounding land and will provide a net community benefit.



Car-Parking and Access

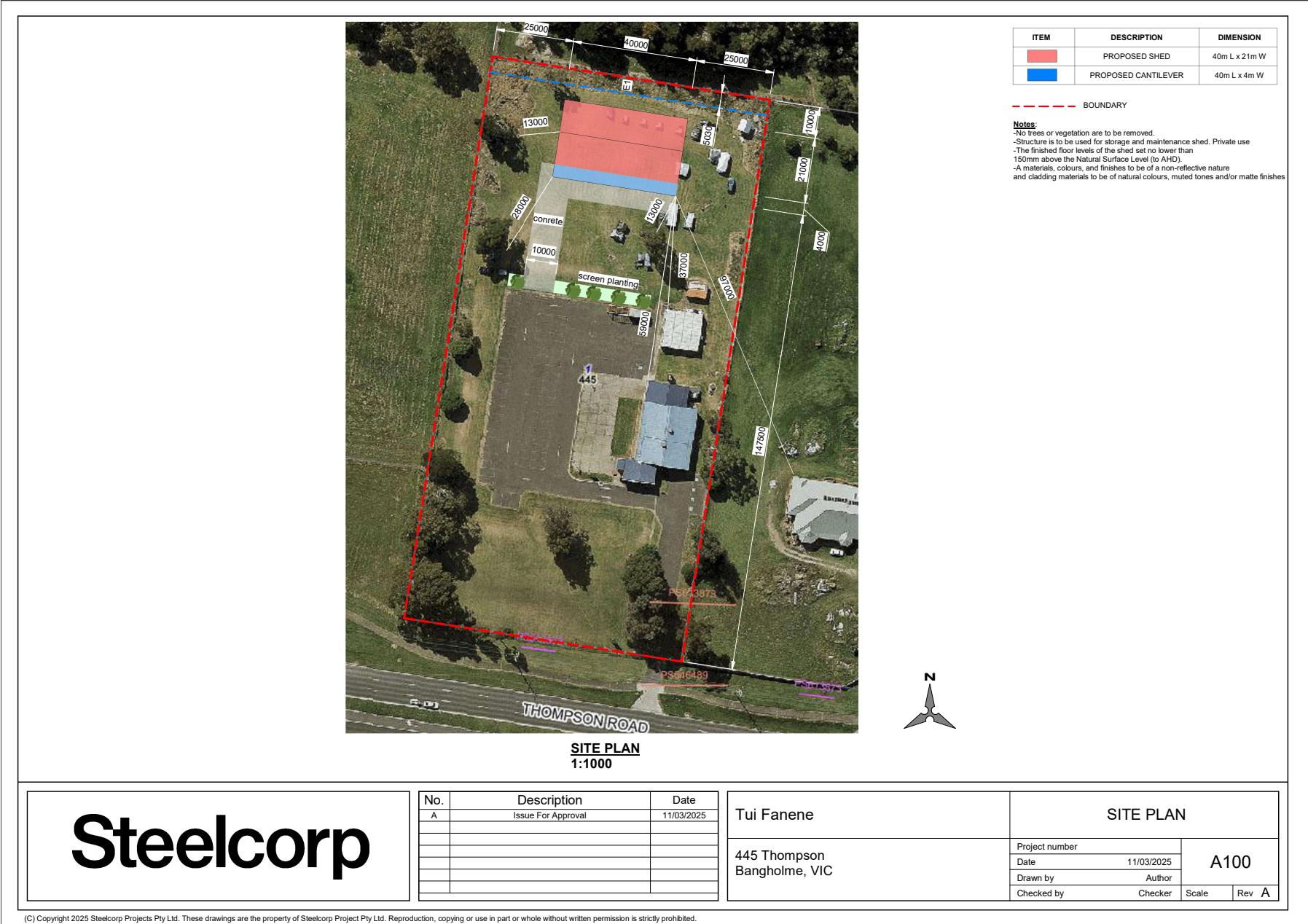
82. While Clause 52.06 - Car Parking needs to be considered, the proposal only seeks to provide a storage shed to be utilised in association with the existing use of the land for a Place of Worship. Additional car parking spaces would not be required as there will not be an increase in the patrons to the site. The original permit 99/697 contains a condition which does not permit more than 100 people on site and this condition would remain in place. As such no additional car parking is required.
83. The access to the proposed shed will be from the existing car park via a concrete access road. This access road will not impact on the car parking layout and will not remove any car parking from the associated Place of Worship use and is considered appropriate.

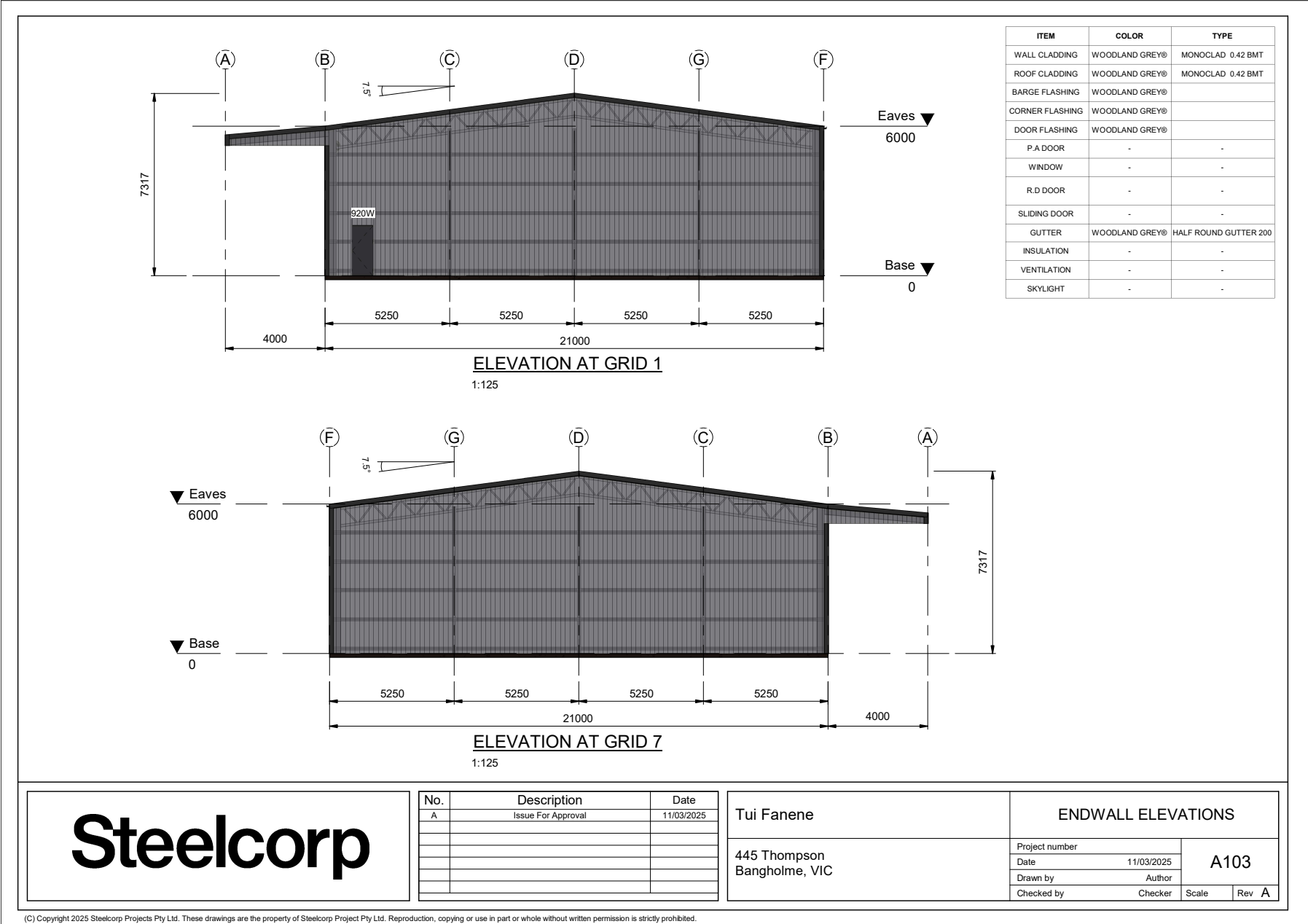
Environmental Significance Overlay (Schedule 3)

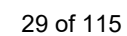
84. The site is located within the Environmental Significance Overlay 3 which is identified as being an 'Eastern Treatment Buffer Area'. The environmental objective of Schedule 3 relates to any use or development around the Eastern Treatment Plant to be compatible with its operation, the regulate odour-sensitives uses and to exclude uses that require the presence of a large number of people over a long period.
85. The application was referred to Melbourne Water under Section 55 who did not object to the proposal subject to conditions to be added to a permit, if issued.
86. The existing use of the site is not proposed to change, and the new shed would be utilised ancillary to the Place of Worship, for storage purposes only. It is considered that the proposed works are appropriate within the Eastern Treatment Buffer Area and would not negatively impact on the operation of the Treatment Plant subject to conditions.

Conclusion

87. 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, Zones, Overlays, Clause 51.02 and Clause 65.
88. Council officers consider that if the proposed storage shed were approved, it would provide a net community benefit via the provision of cultural and community focused uses, and services that cater to the needs of the community.
89. Overall, it is considered that the proposal is appropriate.









Planning Report

Proposed Storage Shed – 445 Thompson Road, Bangholme

Applicant: SteelCorp 17 Buckler Road, North Wangaratta 3678

Owner: Australasian Conference Association Ltd of 8 Yarra Street, Hawthorn (Tui Fanene)

Address of Land: 445 Thompsons Road, Bangholme 3175

Title Details: Volume 08658 Folio 762 being lot 1 on Plan of Subdivision 613873U

Restrictive Covenants: Covenant E902900 affects part of the site. This relates to a Gas transmission easement that crosses the property but does not impact the location the proposed shed.

Proposal: Construction of a storage shed (buildings and works)

Existing Use: Place of Worship

Zoning: Green Wedge Zone – Schedule 1 (GWZ 1)



Zoning map showing the subject site outlined.



Overlays:

Environmental Significance Zone Schedule 3 (ESO 3)



Environmental Significance Overlay map showing the subject site outlined

Vegetation Protection Overlay (VPO 1)



Vegetation Protection Overlay map showing the subject site outlined

Subject Site and locality:

The subject site is located on the north side of Thompsons Road 427.05m west of Frankston Dandenong Road. The site is rectangular in shape having a frontage of 91.43m with a depth of 186.16m resulting in an area of 1.705ha.

Planning Report – 445 Thompsons Road, Bangholme
Page 2 of 6



Aerial photo showing subject site outlined in red – source Vicplan

Proposal in Detail:

The proposal is for the construction of an 40m x 21m (840sqm) shed to be located 10m from the rear boundary of the site and 25m from the east and west boundaries of the site. The proposed shed will be of steel construction with a wall height of 6m with a pitched roof having a ridge height of 7.317m. It will include a 4m awning along the front of the shed. The walls and roof will be clad in corrugated colour bonded steel sheeting, woodland Gray in colour.

The proposed shed will be used for a storage shed in association with the existing church (Place of Worship) existing on the site.

The church has been serving the basic needs of its community in partnership with the Adventist Development Relief Agency (ADRA) which is a charity entity of the church. The focus is to serve the physical needs of the community by providing the basic necessities to families and individuals who desperately need them. They are currently operating from a portable unit on site (at the rear side of the current church building). It has been operating and serving the community from this unit for two years now, and it's becoming more unsafe for our operation as the space is too small. The partnership has also recognized the need for space to store and dispatch second hand furniture for families in need and we have some good companies who have donated second hand furniture that could be used to serve the need of our local community but again the issue is that we do not have the space to store them. Hence the size of the shed. Again, the whole purpose of the shed is to serve the need of our local community as it has been doing for years.

Permit Triggers:

Pursuant to Clause 35.05-1 a Place of Worship is a section 2 use. The use is established on the site. The proposed storage shed is ancillary to the existing established use of a

Planning Report – 445 Thompsons Road, Bangholme

Page 3 of 6



place of worship, therefore no permit is triggered for the use of the storage shed.

Pursuant to Clause 35.04-5 (Buildings and works in the Green Wedge Zone) A permit is required to construct or carry out any of the following:

A building or works associated with a use in Section 2 of Clause 35.04-1. This does not apply to:

A building which is within any of the following setbacks:

- 100 metres from a Transport Zone 2 or land in a Public Acquisition Overlay if the Head, Transport for Victoria is the acquiring authority and the purpose of the acquisition is for a road.
- 40 metres from a Transport Zone 3 or land in a Public Acquisition Overlay for a road if the Head, Transport for Victoria is not the acquiring authority.
- 20 metres from any other road.
- 5 metres from any other boundary.
- 100 metres from a dwelling or small second dwelling not in the same ownership.
- 100 metres from a waterway, wetlands or designated flood plain.

The proposed building meets all the above setbacks, therefore does not require a permit under the Green Wedge Zone.

Pursuant to Clause 42.01-1 (Permit requirement in the Environmental Significance Overlay) **A permit is required to construct a building** or construct or carry out works.

No permit is triggered by the Vegetation Protection Overlay.

Assessment against scheme:

Zoning of the land and any relevant overlay provisions

Green Wedge Zone –

The Purpose of the Green Wedge Zone is:

To implement the Municipal Planning Strategy and the Planning Policy Framework.

To provide for the use of land for agriculture.

To recognise, protect and conserve green wedge land for its agricultural, environmental, historic, landscape, recreational and tourism opportunities, and mineral and stone resources.

To encourage use and development that is consistent with sustainable land management practices.

To encourage sustainable farming activities and provide opportunity for a variety of productive agricultural uses.

To protect, conserve and enhance the cultural heritage significance and the character of open rural and scenic non-urban landscapes.

To protect and enhance the biodiversity of the area.

Planning Report – 445 Thompsons Road, Bangholme

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While the proposed development is not consistent with the agricultural use of the land, the proposed development does not prevent the agricultural use of the balance of the land, nor does it impact the agricultural use of adjoining or nearby land.

Environmental Significant Overlay (Schedule 3) has the following Environmental objective to be achieved:

To ensure that the use and development of land around the Eastern Treatment Plant is compatible with the Plant's operation.

To regulate the establishment and siting of odour-sensitive uses so that the impact of any odour from the Eastern Treatment Plant is minimised.

To exclude uses that require the presence of a large number of people over an extended period of time.

The use of the proposed building is considered to be consistent with the environmental objective as it is a storage shed which won't be occupied by any persons other than to get equipment and retrieve goods stored. The use of the proposed shed is not considered a sensitive use and will not be affected by odours from the treatment plant. The number of people using the proposed shed will only be 4 or 5 persons for a limited time not exceeding 1 hour on no more than a frequency of once per week.

Planning Policy Framework

- Clause 13.07-1S Land Use Compatibility includes the strategy, *Avoid or otherwise minimise adverse off-site impacts from commercial, industrial and other uses through land use separation, siting, building design and operational measures*. The location of the proposed building is sufficiently separated from the *Eastern Treatment Plant* and the use being a non-habitable building makes it compatible with *Eastern Treatment Plant*.
- Clause 11 Settlement states: *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.*

General Provisions

Decision guidelines of Clause 65.01- Approval of an application or Plan

Guideline	Response
The matters set out in Section 60 of the Act.	All relevant matters have been considered.
Any significant effects the environment, including the contamination of land, may have on the use or development.	No significant effects to the environment, including the contamination of land, on the use or development.
The Municipal Planning Strategy and the	Refer to above.



Planning Policy Framework.	
The purpose of the zone, overlay or other provision.	Proposal is generally consistent with the purpose of the GWZ and ESO.
Any matter required to be considered in the zone, overlay or other provision.	All relevant matters have been considered.
The orderly planning of the area.	The proposal is considered orderly planning.
The effect on the environment, human health and amenity of the area.	The proposal will not result in any effect on the environment, human health and amenity of the area.
The proximity of the land to any public land.	Not applicable.
Factors likely to cause or contribute to land degradation, salinity or reduce water quality.	Not applicable.
Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.	The proposal will have a neutral impact on storm water quality.
The extent and character of native vegetation and the likelihood of its destruction.	Not applicable.
Whether native vegetation is to be or can be protected, planted or allowed to regenerate.	Not applicable.
The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.	Not applicable.
The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.	There is an undercover loading area in front of the shed.
The impact the use or development will have on the current and future development and operation of the transport system.	Not applicable.

Conclusion

The proposal is for a storage shed ancillary to an existing Place of Worship which is used to store goods which will be distributed in the community to provide for the physical needs of the community by providing the basic necessities to families and individuals who desperately need them. The proposal is consistent with the municipal planning strategy and the Planning Policy Framework.

Frank Darke MP
March 2025

Planning Report – 445 Thompsons Road, Bangholme
 Page 6 of 6



Response to Objection to Planning Application PLN24/0399

Objection received from Noel Williams of 860 Frankston Dandenong Road

Bangholme

Proposal Buildings and Works (Shed) – 445 Thompson Road BANGHOLME VIC 3175

The reasons for objection and response by the owner to the objections raised:

We object to the application for a planning permit for the following reasons:

- The application contains minimal information and detail.

Response: There was no requirement by Council to provide any details of the proposal. However, the following details of proposal has be provided by the owner:

The church has been serving the basic needs of its community in partnership with the Adventist Development Relief Agency (ADRA) which is a charity entity of the church. The focus is to serve the physical needs of the community by providing the basic necessities to families and individuals who desperately need them. They are currently operating from a portable unit on site (at the rear side of the current church building). We have been operating and serving the community from this unit for two years now, and it's becoming more unsafe for our operation as the space it too small. The partnership has also recognized the need for space to store and dispatch second hand furniture for families in need and we have some good companies who have donated second hand furniture that could be used to serve the need of our local community but again the issue is that we do not have the space to store them. Hence the size of the shed. Again, the whole purpose of the shed is to serve the need our local community as we have been doing for years.

- We have had no explanations or consultations concerning the proposal.

Response: The explanations provided with the application were acceptable to Council apart from some additional information which we provided to the Councils satisfaction. The notification of adjoining owners is the only consultation Council are required to provide. However, the owner (Aitui L Fanene) has discussed the application with the objector (Noel Williams).

- There are no contours or levels provided on any plans.

Response: These were not required by Council in their further information request.

103 Murdoch Road, Wangaratta 3677 | (03)57212952 | 0428344360 | frank.darke@bigpond.com | ABN 60929979908



- There are no sewerage or stormwater connection points in this Green Wedge area.

Response: *There is no requirement for sewerage connection. As it is a storage shed no sewerage will be generated.*

- Where is the disposal point for stormwater and general runoff that this huge structure will generate?

Response: *Every property has a legal point of discharge for stormwater. It would be expected that as a condition of approval Council will require the stormwater from the shed to be connected to the legal point of discharge to the satisfaction of Council.*

- There is no undertaking guaranteeing that the area behind the shed will be properly mown and maintained and will not be a dumping ground for unwanted goods.

Response: *It is likely that as this has been raised as an objection Council will include a condition requiring the owner to maintain this area and keep it clear of rubbish.*

- This proposal seeks to impose a massive 800 sq. Metre structure 6 - 9 metres high into a Green Wedge area.

Response: *The main purpose of the Green Wedge Zone is for agricultural uses although a Place of Worship is permitted subject to a permit. A shed of this size is consistent with farm buildings in the Green Wedge Zone.*

- To say that this is needed for general storage and ground maintenance equipment storage (one ride on mower) is beyond belief.

Response: *Refer to above where further details of the storage proposed for the shed.*

- What are the guarantees that the property will not be sold allowing this building to become a defacto factory?

Response: *Under the provisions of the Greater Dandenong Planning Scheme a separate permit would be required to use the building as a factory. You would have an opportunity to object to any such proposal.*

- No details are provided of the "associated earthworks".

Response: *The only earthworks will be digging of foundations for the shed.*

103 Murdoch Road, Wangaratta 3677 ■ (03)57212952 ■ 0428344360 ■ frank.darke@bigpond.com ■ ABN 60929979908



- How much paved area and hard standing will be external to the proposed building and where will the associated runoff be disposed of?

Response: *No hard standing or paved areas are proposed. However we would accept a condition to the effect that any storm water from hard standing or paved areas external to the shed must be conveyed to the legal point of discharge to the satisfaction of the Council.*

- There are no details of the ingress and egress proposals for this building.

Response: *The existing ingress and egress to the site will be used to access the shed. Any additional access point would require further approval.*

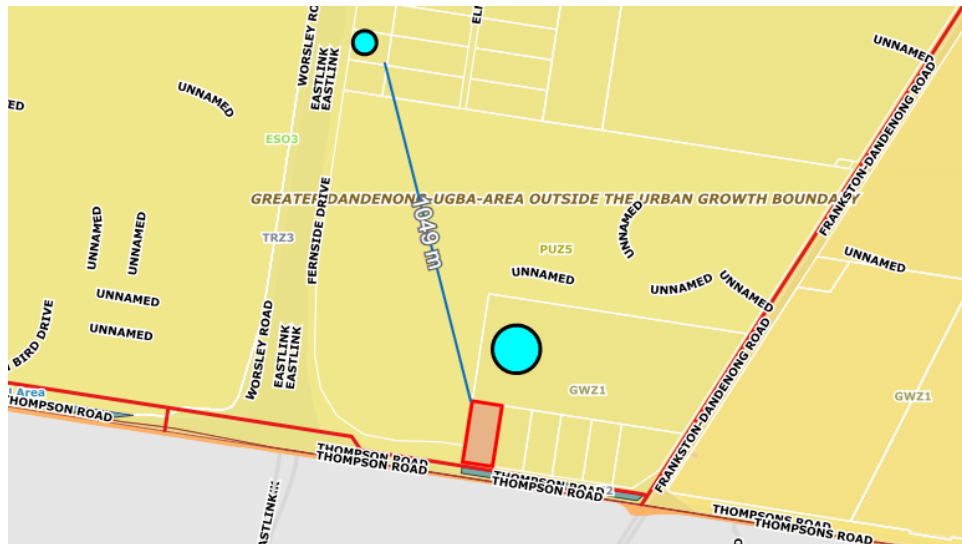
- There is no accompanying landscape plan with the application. Consequently, it seems that there will be no attempt to soften the impact of this massive structure on the general area amenity.

Response: There was no requirement by Council in its further information request to provide a landscape plan. However, ADRA is looking at planting more trees on the marked area (northern side of the car park) soften the impact of the shed on the general area amenity of the area, particularly from Thompsons Road.

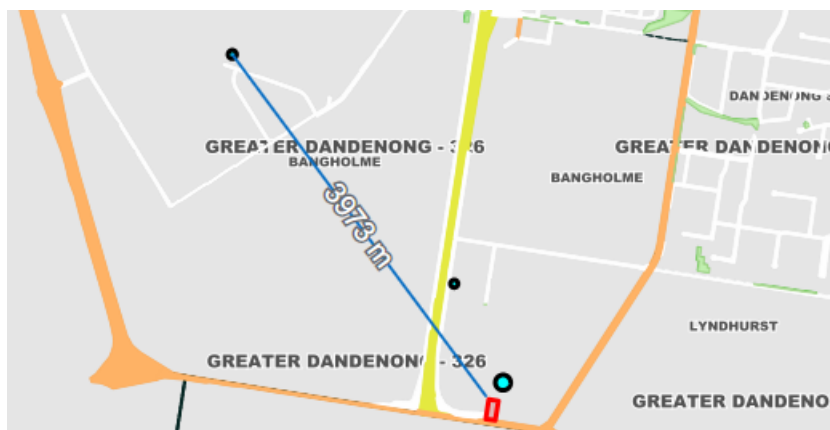
Frank Darke MPIA
10 March 2025

A total of sixteen (16) objections were received to the application, of that;

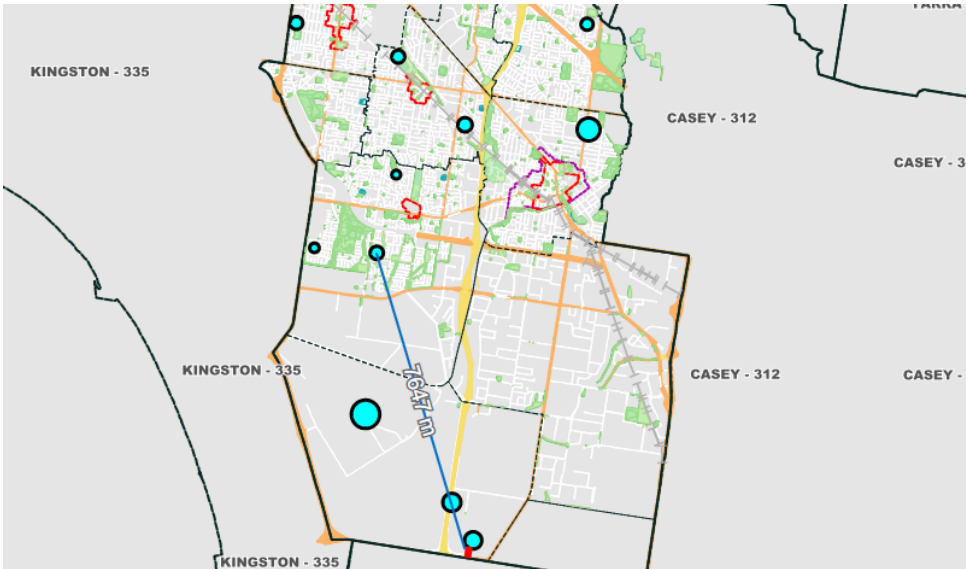
- Five (5) are located well outside of the municipality boundaries, within Dingley, Cranbourne, Hampton, Mordialloc, and Doveton.
- Two (2) are located within 1.5km to the subject land as detailed below:





- One (1) is located approximately 4km to the north-west of the land (as the crow flies), in Noble Park, as detailed below:



- The remaining eight (8) objections are located more than 7.5km away from the subject site (as the crow flies):



Legend	
Subject site	
Location of objectors	



2.1.2 Planning Delegated Decisions Issued – April 2025

Responsible Officer: Executive Director City Futures

Attachments: 1. Planning Delegated Decisions Issued – April 2025.pdf
[2.1.2.1 - 9 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 April 2025.
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 1/04/2025 to 30/04/2025

City of Greater Dandenong

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA23/0089	PlnAppAmd	No	7-19 Mills Road DANDENONG VIC 3175	Scipher Technologies Pty Ltd	AMENDMENT TO: Building and Works (Materials Recycling) (PLN11/0426)	Amend permit preamble and conditions	Delegate	AmendPerm	01/04/2025	Dandenong
PLA24/0014	PlnAppAmd	No	70 Quantum Close DANDENONG SOUTH VIC 3175	Dale Grant Building Design & Documentation Pty Ltd	AMENDMENT TO: Extension to an existing warehouse building (PLN21/0047)	Amend endorsed plans	Delegate	AmendPerm	24/04/2025	Dandenong
PLA24/0080	PlnAppAmd	No	14 Rhodes Street SPRINGVALE VIC 3171	KMT Design Pty Ltd	AMENDMENT TO: Development of the land for three (3) double storey dwellings (PLN21/0010)	Amend endorsed plans	Delegate	AmendPerm	24/04/2025	Springvale North
PLA24/0086	PlnAppAmd	No	1/26 Gladstone Road DANDENONG VIC 3175	Creative House Plans	AMENDMENT TO: The development of the site for two dwellings, comprising of one double storey dwelling and one single storey dwelling (PLN15/0037)	Amend endorsed plans	Delegate	AmendPerm	02/04/2025	Cleeland
PLA24/0096	PlnAppAmd	No	80 South Gippsland Highway DANDENONG SOUTH VIC 3175	BB Design Group Pty Ltd	AMENDMENT TO: Construction of buildings and works, the display of non-illuminated and internally illuminated business identification signage and to alter access to a Transport Zone 2 (PLN22/0394)	Amend planning permit conditions 20-24	Delegate	AmendPerm	04/04/2025	Dandenong

ATT 2.1.2.1 Planning Delegated Decisions Issued – April 2025.pdf

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA24/0138	PlnAppAmd	No	388-404 Frankston Dandenong Road BANGHOLME VIC 3175	CAF Consulting Pty Ltd	AMENDMENT TO: Alteration of access to a Category 1 Road Zone, use and development of part of the land for a caretaker's dwelling and the construction of buildings and works associated with the existing intensive animal husbandry use 'egg farm' (PLA24/0059)	No response to further information request	Delegate	Lapsed	28/04/2025	Keysborough South
PLA25/0021	PlnAppVicA	Yes	64 Pound Road West DANDENONG SOUTH VIC 3175	WURL Architects	AMENDMENT TO: Buildings and Works (Mezzanine) (PLN24/0484) VICSMART	Amend endorsed plans	Delegate	AmendPerm	22/04/2025	Dandenong
PLA25/0022	PlnAppAmd	No	35 Hope Street SPRINGVALE VIC 3171	Ikonomidis Design Studio	AMENDMENT TO: Development of the land for three (3) double storey dwellings (PLN23/0392)	Amend permit conditions	Delegate	AmendPerm	30/04/2025	Springvale North
PLA25/0024	PlnAppAmd	No	77 Clow Street DANDENONG VIC 3175	Nobelius Land Surveyors Pty Ltd	AMENDMENT TO: Subdivision of the land into two (2) lots (PLN19/0213)	Amend permit conditions	Delegate	AmendPerm	30/04/2025	Cleeland
PLN22/0569	PlnApp	No	1452 Heatherton Road DANDENONG VIC 3175	Architekton Ltd	Development of the land for four (4) double storey dwellings, subdivision of the land into four (4) lots and to create access to a road in a Transport Road Zone 2	General Residential 1 Zone, 762sqm	Delegate	NOD	17/04/2025	Cleeland

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Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN23/0288	PlnApp	No	8 Carpenter Street NOBLE PARK VIC 3174	K X Architecture Pty Ltd	Development of the land for four (4) double storey dwellings	General Residential 1 Zone, 902sqm	Delegate	NOD	29/04/2025	Yarraman
PLN23/0404	PlnApp	No	7 Princes Highway DANDENONG SOUTH VIC 3175	ISPT Pty Ltd	Stage 1: Demolition of buildings and removal of trees all in the Heritage Overlay 56, development of the land for five (5) warehouse buildings, reduction in the car parking requirements, removal of native vegetation, display of business identification and pylon signage, alteration of access to a road in a Transport Zone 2	Commercial 2 Zone	Applicant	Withdrawn	16/04/2025	Dandenong
PLN23/0438	PlnApp	No	7 Princes Highway DANDENONG SOUTH VIC 3175	ISPT Pty Ltd	Stage 2: Demolition of a building, and additions and alterations to a building all in the Heritage Overlay 56, development of the land for three (3) warehouse buildings, reduction in the car parking requirements, removal of native vegetation, display of business identification, and alteration of access to a road in a Transport Zone 2.	Commercial 2 Zone	Applicant	Withdrawn	30/04/2025	Dandenong
PLN23/0563	PlnApp	No	111 Noble Street NOBLE PARK VIC 3174	PMKK Pty Ltd	Development of the land for six (6) double-storey dwellings	General Residential 1 Zone, 1457sqm	Delegate	NOD	11/04/2025	Springvale Central
PLN24/0102	PlnApp	No	2 O'Malley Crescent DANDENONG NORTH VIC 3175	J Hii	Development of the land for four (4) double storey dwellings	General Residential 1 Zone, 891sqm	Delegate	PlanPermit	29/04/2025	Cleeland

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Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN24/0109	PlnApp	No	17-19 James Street DANDENONG VIC 3175	S Liyana Arachchige	Development of the land for six (6) double storey dwellings	General Residential 1 Zone, 1410sqm	Delegate	NOD	28/04/2025	Cleeland
PLN24/0171	PlnApp	No	40 Ambrie Crescent NOBLE PARK VIC 3174	RD Design and Drafting Pty Ltd	Development of the land for five (5) double storey dwellings and a reduction of one (1) visitor car space	General Residential 1 Zone, 945sqm	Delegate	PlanPermit	17/04/2025	Springvale North
PLN24/0230	PlnApp	No	6 Moya Crescent NOBLE PARK VIC 3174	T Nguyen	Development of the land for three (3) double storey dwellings	General Residential 1 Zone, 713sqm	Delegate	PlanPermit	15/04/2025	Springvale Central
PLN24/0260	PlnApp	No	20 Rich Street NOBLE PARK VIC 3174	Sharp Building Design	Development of the land for four (4) single storey dwellings	General Residential 1 Zone, 1050sqm	Delegate	PlanPermit	22/04/2025	Noble Park
PLN24/0335	PlnApp	No	9 Henty Street DANDENONG VIC 3175	Aru Design	Development of the land for four (4) double storey dwellings	Residential Growth 2 Zone, 739sqm	Delegate	PlanPermit	17/04/2025	Cleeland
PLN24/0337	PlnApp	No	236-238 South Gippsland Highway DANDENONG SOUTH VIC 3175	R & R Planning and Development Consultants Pty Ltd	Use of the land for Employment Training Centre and Buildings and Works (Mezzanines)	Commercial 2 Zone	Delegate	PlanPermit	29/04/2025	Dandenong

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Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN24/0342	PlnApp	No	63 Ann Street DANDENONG VIC 3175	Blueprint Pty Ltd	Development of the land for one (1) double storey dwelling to the front of an existing dwelling	General Residential 1 Zone, 847sqm	Delegate	PlanPermit	29/04/2025	Cleeland
PLN24/0365	PlnApp	No	134 Kelvinside Road NOBLE PARK VIC 3174	Ogee Architects Pty Ltd	Development of the land for two (2) double storey dwellings	General Residential 1 Zone, 628sqm	Delegate	PlanPermit	10/04/2025	Springvale North
PLN24/0368	PlnAppVic	Yes	209-235 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	Reddys General Services Pty Ltd	Construct and carry out works and reduction in the car parking requirements VICSMART	Industrial 1 Zone	Delegate	PlanPermit	11/04/2025	Dandenong
PLN24/0397	PlnApp	No	19/72-80 Monash Drive DANDENONG SOUTH VIC 3175	X-Dream Crew Pty Ltd	Use of the land for an indoor recreation facility (indoor ski centre), the display of major promotion signage and promotion signage and a reduction of bicycle facilities	Commercial 2 Zone, Urban Floodway Zone	Delegate	PlanPermit	24/04/2025	Dandenong
PLN24/0439	PlnApp	No	114 Kirkham Road DANDENONG VIC 3175	F Muedini	Development of the land into four (4) double storey dwellings	No response to further information request	Delegate	Lapsed	10/04/2025	Dandenong
PLN24/0443	PlnApp	No	19 Fifth Avenue DANDENONG VIC 3175	Jova Drafting Consultants Pty Ltd	Development of the land for three (3) double storey dwellings	General Residential 1 Zone, 653sqm	Delegate	PlanPermit	24/04/2025	Yarraman

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Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN24/0451	PlnApp	No	34 Fiveways Boulevard KEYSBOROUGH VIC 3173	D&D Architects & Interiors Pty Ltd	Use of the land for a restricted recreation facility (gym) and to display internally illuminated business identification signage	Commercial 2 Zone	Delegate	PlanPermit	17/04/2025	Keysborough South
PLN24/0455	PlnApp	No	52-56 Berends Drive DANDENONG SOUTH VIC 3175	Vic Permit Applications	Development of the land for a shed	No response to further information request	Delegate	Lapsed	16/04/2025	Dandenong
PLN24/0468	PlnApp	No	6-8 Bryants Road DANDENONG VIC 3175	Mussa Yawari Holdings Pty Ltd	Use of the land for the purpose of Car Sales in conjunction with an existing Motor Repairs, a reduction in the car parking requirement under Clause 52.06-3 and a reduction of the bicycle facilities under Clause 52.34-2	Industrial 1 Zone	Applicant	Withdrawn	09/04/2025	Dandenong
PLN24/0477	PlnApp	No	1 Blissington Street SPRINGVALE VIC 3171	H Johnson	Use of the land for motor repairs and display business identification signage	No response to further information request	Delegate	Lapsed	10/04/2025	Springvale North
PLN24/0493	PlnApp	No	1 Fisher Crescent DANDENONG NORTH VIC 3175	J Dolic	Development of the land for two (2) double storey dwellings	General Residential 1 Zone, 517sqm	Delegate	PlanPermit	17/04/2025	Cleeland
PLN24/0511	PlnApp	No	25-29 Carter Way DANDENONG SOUTH VIC 3175	ESR Asset Management (Australia) Pty Ltd	Construction of works (car park)	Commercial 2 Zone, Transport 2 Zone	Delegate	PlanPermit	08/04/2025	Dandenong

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Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN25/0015	PlnAppVic	Yes	10/189-191 Cheltenham Road KEYSBOROUGH VIC 3173	Primeicons Pty Ltd	Buildings and Works (Mezzanine) and a reduction of the car parking requirement VICSMART	Industrial 1 Zone	Delegate	PlanPermit	16/04/2025	Noble Park
PLN25/0027	PlnApp	No	893-895 Princes Highway SPRINGVALE VIC 3171	Page Bros	Use and development of the land for Caravan Sales, to display one internally illuminated pylon sign and alter access to a Transport 2 Zone	Industrial 1 Zone	Delegate	PlanPermit	22/04/2025	Springvale North
PLN25/0046	PlnApp	No	3 Princess Avenue SPRINGVALE VIC 3171	Nilsson Noel & Holmes (Surveyors) Pty Ltd	Subdivision of the land into eight (8) lots SPEAR	Residential	Delegate	PlanPermit	16/04/2025	Springvale North
PLN25/0059	PlnApp	No	9-21 Foster Street DANDENONG VIC 3175	Development Victoria	Creation of easement (E-1) SPEAR (DECLARED AREA)	Commercial	Delegate	PlanPermit	23/04/2025	Dandenong
PLN25/0063	PlnApp	No	95-97 Boyd Street DANDENONG NORTH VIC 3175	D Penn, T Penn	Subdivision of the land into four (4) lots SPEAR	Residential	Delegate	PlanPermit	22/04/2025	Cleeland
PLN25/0064	PlnApp	No	4 Wales Street SPRINGVALE VIC 3171	TK Do	Subdivision of the land into three (3) lots SPEAR	Residential	Delegate	PlanPermit	28/04/2025	Springvale North

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Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN25/0085	PlnAppVic	Yes	15 Genoa Street DANDENONG NORTH VIC 3175	M Milkovic	Subdivision of the land into two (2) lots SPEAR (VICSMART)	Residential	Delegate	PlanPermit	07/04/2025	Dandenong North
PLN25/0089	PlnApp	No	52 Hemmings Street DANDENONG VIC 3175	MG Land Surveyors	Subdivision of the land into four (4) lots SPEAR	Residential	Delegate	PlanPermit	29/04/2025	Dandenong
PLN25/0093	PlnApp	No	1/14 Albert Street DANDENONG VIC 3175	X Limani	Subdivision of the land into two (2) lots SPEAR	Residential	Delegate	PlanPermit	30/04/2025	Springvale North
PLN25/0100	PlnApp	No	72 Birmingham Street SPRINGVALE VIC 3171	M J Reddie Surveys Pty Ltd	Subdivision of the land into two (2) lots SPEAR	Residential	Delegate	PlanPermit	24/04/2025	Springvale North
PLN25/0107	PlnAppVic	Yes	24 Raymond Street NOBLE PARK VIC 3174	CH La, WH Ngooi	Subdivision of the land into three (3) lots SPEAR (VICSMART)	Residential	Delegate	PlanPermit	22/04/2025	Noble Park
PLN25/0120	PlnApp	No	50-54 Lonsdale Street DANDENONG VIC 3175	Innova Developments Pty Ltd	Use and development of the land for a Food and Drink Premise (Food Truck Park) and alter access to a Transport Zone 2	Industrial 1 Zone	Applicant	Withdrawn	24/04/2025	Dandenong

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Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN25/0126	PlnAppVic	Yes	6 England Street DANDENONG SOUTH VIC 3175	Stephen D'Andrea Pty Ltd	Buildings and Works (Substation) VICSMART	Industrial 1 Zone	Applicant	Withdrawn	28/04/2025	Dandenong

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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.



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- 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 OTHER

4.1.1 Proposed Community Consultation Process - Thomas Street Precinct

Responsible Officer: Executive Manager Strategy Growth & Advocacy
Attachments: Nil

Officer Recommendation

That Council APPROVES the proposed approach for the community consultation to reconsider the trading name for the Thomas Street area in Dandenong.

Executive Summary

1. On 14 April, Council endorsed officers' recommendation to reconsider the trading name of "Afghan Bazaar" through community engagement. This would allow for broader consultation and a more inclusive approach to reflecting the identity of the area.
2. This report seeks Council's endorsement for the proposed approach for community consultation on the renaming of a precinct around Thomas Street area, Dandenong. The naming selection process will be in accordance with the principles of *Naming Rules for Places in Victoria (2022)*.

Background

3. Central Dandenong is home to a diverse and growing community from Afghanistan, representing a wide range of ethnic, cultural, and linguistic backgrounds. This diversity enriches the local area and contributes to the vibrancy of Central Dandenong. However, recent concerns and tensions surrounding the naming of the precinct around Thomas Street, commonly referred to as the "Afghan Precinct" or "Afghan Bazaar", have underscored the need for a structured and collaborative approach to fostering relationships, strengthening community cohesion, and promoting inclusivity.
4. The terms "Afghan Precinct" and "Afghan Bazaar" have never been formally registered with the Geographic Names Victoria, and the area remains officially designated as Thomas Street, Dandenong. The term was originally adopted for marketing and economic development purposes to attract visitors and tourists to the area.

Key Issues and Discussion

5. The [*Naming rules for places in Victoria* 2022](#)¹ issued by the State Government of Victoria, provide principles and procedures for the naming of roads, features, and localities under the *Geographic Place Names Act 1998*. These principles are designed to ensure naming practices are consistent, culturally appropriate, and community-centred.

¹ Please see *Naming rules for places in Victoria*



6. The key principles include:

- **Ensuring Public Safety:** Names must not risk public safety by causing confusion, especially for emergency services (e.g., no similar sounding names nearby).
- **Recognising the Public Interest:** Names should reflect the needs and values of the broader community. They must serve the public good, not private or commercial interests.
- **Linking the Name to Place:** Names should be relevant and have a clear connection to the local area; historically, culturally, geographically, or socially.
- **Avoiding Name Duplication:** Names must be unique within a 15 km radius for roads and a 30 km radius for features and localities. This avoids confusion and supports effective emergency response.
- **Names Must Be Simple, Clear, and Easy to Communicate:** Names should be short, easy to spell and pronounce, and free from unnecessary punctuation. Avoid special characters, abbreviations, and hyphens unless historically significant.
- **Recognition and Use of Traditional Owner Languages:** Where possible, names from Aboriginal languages are encouraged, and councils must consult with *Registered Aboriginal Parties (RAPs)* for cultural accuracy and approval. Dual naming is also supported (e.g., Aboriginal and non-Aboriginal names used together).
- **Commemorative Naming:** Commemorative names must honour individuals or groups with significant local contributions. Naming after living persons is discouraged, unless the person has made an exceptional contribution and there's clear community support.
- **Avoiding Offensive or Discriminatory Names:** Names must not be derogatory, discriminatory, or offensive in any language or context, including social, cultural, racial, or political sensitivities.
- **Consultation and Engagement:** Community consultation is required for most naming proposals, especially those involving changes to existing names or commemorative/Aboriginal names. The process must be transparent and inclusive.
- **Compliance with Legislative and Procedural Requirements:** All naming proposals must follow the procedures set out in the *Naming Rules*, including submission to the Office of Geographic Names (OGN) and registration in the Vicnames database. (not applicable to this process, given the naming process is for marketing purposes).

7. To support reconsideration of the trading name "Afghan Bazaar", below engagement approach is proposed for Council's approval. The proposed approach is a broad, deliberative engagement process designed not only to explore alternative naming options, but also to reflect the area's identity and strengthen community connection and sense of belonging.



Proposed Approach: Intercultural Dialogue and Naming – A Two-Stage Engagement Approach

8. This engagement model is designed to enhance social connection, belonging, and democratic participation through a two-stage process based on intercultural dialogue ²and community voice.

Stage One: Intercultural Dialogue and Community Cohesion

9. In partnership with Commonwealth and State governments (Department of Home Affairs and the Victorian Multicultural Commission), this stage will focus on:
- Building a shared understanding of the value of social cohesion and the roles individuals, communities, organisations, institutions and governments play in building it.
 - Identifying and fostering the connections between individuals, communities, governments and society required to strengthen togetherness, belonging and democratic values
10. This process will help to uncover shared values, lived experiences, and cultural perspectives that shape the identity of the area, laying the foundation for the naming process.

Stage Two: Naming Process – led by Council

11. Council will review the outcomes of Stage One and develop a shortlist of names. These names will:
- Be informed by the community dialogue and cultural narratives
 - Be assessed against criteria developed in accordance with principles of *Naming Rules for Places in Victoria (2022)*.
 - Be shared publicly for community feedback
 - Be finalised by Council following consideration of the feedback received

Final Endorsement

12. The final name recommendation will be formally presented to Council for endorsement.

Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

13. 1 EFT engagement officer is required for over 6 months.

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

Operating Budget Implications

14. The Department of Home Affairs will fund an independent intercultural dialogue facilitator as part of Stage 1.

² **Intercultural dialogue** is an open and respectful exchange of views between individuals and groups with different ethnic, cultural, religious and linguistic backgrounds and heritage, on the basis of mutual understanding and respect.

Intercultural dialogue requires the freedom and ability to express oneself, as well as the willingness and capacity to listen to the views of others. It contributes to political, social, cultural and economic integration and the cohesion of culturally diverse societies, and fosters equality, human dignity and a sense of common purpose.



Asset Implications

15. This item does not affect any existing assets.

Legal/Risk Implications

16. The deep community concerns about this issue contained within this report represent significant reputational risk to Council with associated loss of community trust. The proposed approach is designed to minimise these risks and proposes a high-quality community engagement and consultative approach, guided by *Naming Rules for Places in Victoria 2022* to achieve an outcome which is acceptable to various stakeholders.

Environmental Implications

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

Community Consultation

Purpose	Reconsider the trading name of “Afghan Bazaar” through inclusive community engagement.
Engagement period	Commencing in July 2025
Level of Influence:	Empower
Engagement Activities:	Outlined in this report
Communication reach and engagement numbers:	The details of community consultation will be developed once approach is endorsed.

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

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

- Safe and peaceful community.
- Embrace diversity and multiculturalism.

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

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:

- Not Applicable

4.1.2 Council's Visual Identity

Responsible Officer: Executive Manager Strategy Growth & Advocacy
Attachments: Nil

Officer Recommendation

That Council:

1. **APPROVES** Option 1 for enhancing the Greater Dandenong City Council's visual identity through the logo enhancement; and
2. **NOTES** that the current and updated logos can sit harmoniously in market together and will ensure a smooth transition with minimal disruption or cost.

Executive Summary

1. Council's logo and visual style guide were introduced in 2006.
2. A refreshed visual identity including slightly updated logo, a fresh approach to sub-brands, a refined colour palette and a new style guide will improve brand consistency and clarity. It will promote recognition of Council's work and enhance community trust in Council.
3. The proposed logo update allows for a gradual rollout. This approach means items can be progressively replaced only when stock is replaced, or assets are renewed. Current and updated logos can sit harmoniously in market together and will ensure a smooth transition with minimal disruption or cost. This means there is negligible cost to the update.

Background

Council Logo 2006

4. Council's current logo was developed in 2006, when the red, yellow and green 'D' were introduced. The colours were to signify:
 - Red = Economy, business growth, industry
 - Yellow = Community enthusiasm, optimism and harmony
 - Green = Commitment to environmental best practice
5. The logo was to be used with two positioning statements:
 - City of Opportunity when community-facing;









- Melbourne's 2nd City when communicating with business partners and government.



- The current logo was introduced a year or two before the first iPhone was rolled out in Australia. Since then, the way marketing and promotional material is consumed has changed dramatically. Social media, web content and various digital applications have become dominant in many aspects of people's lives and business.
- A slight refresh of the current logo can give it a more contemporary look and better align it with the demands of the modern digital landscape.

Key Issues and Discussion

- It is common for organisations to evolve their logos and make them more contemporary, in a gradual way over time. Often the changes are subtle, so that they're barely perceptible to the audience and no brand equity or recognition is lost along the way.
- For example, the Google logo has evolved to a rounder, more open and legible font. The font is in line with contemporary practice to be more readable and accessible for people with vision impairment, low literacy, dyslexia or other impairments.

1997	1997 - 1999	1999 - 2010
 <p>Baskerville Bold Font Green 'G'</p>	 <p>Exclamation mark added, more shadow, rounded letters, different letter hues. Blue 'G'</p>	 <p>Catull typeface Exclamation mark removed</p>
2010 - 2013	2013 - 2015	2015 - Present
 <p>Reduced shadow Yellow hue of 2nd 'o' changed Flattened lettering</p>	 <p>Shadow removed Flattened lettering</p>	 <p>Product Sans typeface</p>

- A similar evolution is proposed for Council's logo.
- The proposed changes are modest. The shape of the 'D' would be slightly adapted, the positioning statements would be removed from the logo and 'City of Opportunity' would be used more sparingly. The font and typography would be modernised to appear more contemporary and meet modern standards of accessibility.

12. Current Council Logo:



13. Proposed enhanced options (coloured and monochrome):

Options One: Coloured Option

Colour version with subtle adjustment to the primary shades of red, green, and yellow to enhance usability. Additionally, transition the primary background color from black to navy blue for a more polished and versatile appearance.

**Options Two: Monochrome Option**

A monochrome version that removes colors for broader and more consistent application, while maintaining visual appeal through a secondary colour palette for backgrounds and other elements.



14. Either of the proposed logos would harmonise alongside the current logo over a transitional period, allowing stock and assets to be updated gradually as they reach the end of their usual life and are replaced on an 'as-needed' basis.
15. Coloured option maintains the familiar red, green and yellow logo for 'hero' applications on white.
16. The use of the monochrome logo would be commonly used when other colours prevail. This example shows the current logo on the left, and the proposed logo (in monochrome) on the right. This demonstrates the significant improvement to readability and clarity.



17. With a new Council Plan soon to be endorsed, it is an opportunity to refresh Council's visual identity.
18. These would be supported by an extensive colour palette drawn from the Springvale Community Hub. It's understood that the many colours used at the hub represent the many flags of the nations people came from before they made Greater Dandenong their home.
19. This diverse and more muted palette reflects the diversity of our community and provides very practical and flexible options for diverse applications across Council, while still maintaining a cohesive appearance.



20. The adoption of this palette will enable Council to consolidate the logos and create a much more consistent application of Council's brand.



Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

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

Operating Budget Implications

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

Asset Implications

23. This item does not affect any existing assets. Assets with a logo will only be replaced at their usual end of life.

Legal/Risk Implications

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

Environmental Implications

25. There are no environmental implications relevant to this report. The 'evolution' approach, with old and new logos able to harmonise together, means nothing is wasted or prematurely replaced.

Community Consultation

Summary of feedback:	This brand and visual identity is a matter of expertise and highly operational. It is not appropriate to undertake community consultation. However, the choice of palette and the desire to increase readability and accessibility is responsive to our community's demographics and what's significant about Greater Dandenong.
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Links to Community Vision, Council Plan, Strategy, Notice of Motion

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

- Not Applicable

27. 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

28. 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:

- Not Applicable



4.1.3 Councillor Internal Resolution Procedure

This item was deferred at the 12 May 2025 Council Meeting to consider feedback from Councillors, the feedback has been considered and is now being tabled again for consideration.

Responsible Officer: Manager Governance, Legal & Risk

Attachments:

1. Procedure - Councillor Internal Resolution Procedures - Greater Dandenong - Option 1 [4.1.3.1 - 11 pages]
2. Procedure - Councillor Internal Resolution Procedures - Greater Dandenong - Option 2 [4.1.3.2 - 13 pages]

Officer Recommendation

That Council:

1. **APPROVES** Option 1 for Internal Resolution Procedure as per Attachment 1 to this report; and
2. **NOTES** that the Internal Resolution Procedure will be made available on Council's Website.

Executive Summary

1. From 26 October 2024, the *Local Government Act 2020 (the Act)* requires all Councillors to observe the Model Councillor Code of Conduct (Model Code of Conduct). The Model Code of Conduct is prescribed in Schedule 1 of the *Local Government (Governance & Integrity) Regulations 2020*.
2. In accordance with section 140 of *the Act* and Schedule 1A of the *Local Government (Governance & Integrity) Regulations 2020*, Council must implement and adopt an Internal Resolution Procedure by 1 July 2025, to be observed when dealing with alleged breaches of the Model Code of Conduct.
3. Two 'Councillor Internal Resolution Procedure' options have been prepared for Council consideration and approval:
 - Option 1 (Attachment 1) is based on the Internal Resolution Procedure Template developed by Maddocks Lawyers. This is the officers' recommended option.
 - Option 2 (Attachment 2) includes additional steps in the procedure, incorporating external mediation and internal arbitration.

Background

4. The Model Code of Conduct replaces the previous statutory requirements for councils to develop their own Councillor Code of Conduct. The Model Code of Conduct sets out individual standards of conduct expected to be observed by councillors when performing their roles as councillors.



5. Disputes between Councillors may arise in a variety of circumstances. In accordance with section 140 of *the Act* and Schedule 1A of the *Local Government (Governance & Integrity) Regulations 2020*, Council must implement and adopt an Internal Resolution Procedure by 1 July 2025, to be observed when dealing with alleged breaches of the Model Code of Conduct.
6. The Internal Resolution Procedure only applies to disputes in which a Councillor (the Complainant) alleges that another Councillor (the Respondent) has breached the Model Code of Conduct. The Internal Resolution Procedure does not relate to disputes between Council officers and Councillors.

Key Issues and Discussion

7. The Governance, Legal and Risk Business Unit have utilised the Internal Resolution Procedure Template developed by Maddocks Lawyers in the proposed Internal Resolution Procedure – **option 1** (Attachment 1).
8. An Internal Resolution Procedure – **option 2** (Attachment 2) has also been provided for consideration by Council. Option 2 includes additional steps for external mediation and internal arbitration in accordance with *the Act* where a conciliation process has been performed and not been successful in resolving the dispute.
9. The proposed Internal Resolution Procedure – option 1 and option 2 for Greater Dandenong City Council have been created to ensure the process and procedures are lawful and based on best practice advice for the Victorian local government sector.
10. In accordance with section 150 of *the Act*, the Chief Executive Officer under an Instrument of Appointment and Authorised has appointed Nicole Rudden, Manager, Governance Legal and Risk as Councillor Conduct Officer to perform the relevant functions under *the Act*, should they arise.
11. The role of the Councillor Conduct Officer is to provide the Mayor with the administrative support necessary to arrange and conduct a conciliation between Councillors.

Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

12. The information contained in this report and the processes contained in the Internal Resolution Procedure, are compatible with the *Charter of Human Rights and Responsibilities Act 2006* and do not raise any human rights issues.

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

Operating Budget Implications

13. The financial implications of purchasing Maddocks template and preparing the Internal Dispute Resolution Procedure have been contained within Council's Operational Budget.
14. The maximum cost of \$3500 to engage an external mediator as provided for in option 2 section 5.3(b) has been contained within Council's Operational Budget.

Asset Implications

15. This item does not affect any existing assets.



Legal/Risk Implications

16. The Internal Resolution Procedure – option 1 has been prepared on a template acquired from Maddocks Lawyers.
17. The Internal Resolution Procedure – option 1 has been designed to minimise cost and disruption to Council and individual Councillors and, where possible, avoid disputes escalating and becoming the subject of formal or external arbitration.
18. It is acknowledged that the Internal Resolution Procedure will not be suitable for resolution of all disputes between Councillors.

Environmental Implications

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

Community Consultation

20. The Internal Resolution Procedure option 1 and option 2 relate solely to disputes between Councillors concerning an alleged breach of the Model Councillor Code of Conduct which has no direct impact on the Community, therefore no community consultation is required. Additionally, there is no legislative requirement for community consultation prior to the adoption of the Internal Resolution Procedure.



Councillor Internal Resolution Procedure Option 1

Procedure Endorsement:	Council		
Directorate:	Corporate Development		
Responsible Officer:	Manager, Governance Legal and Risk		
Procedure Required:	In accordance with s140 <i>Local Government Act 2020</i> and Regulation 12A of the <i>Local Government (Governance & Integrity) Regulations 2020</i> .		
File Number:		Version No:	1
1 st Adopted by Council	Minute No.	Last Adopted by Council:	Minute No.
Review Period:		Next Review:	

Greater Dandenong City Council acknowledges the Traditional Custodians of this land, the Bunurong People and pays respect to their Elders past and present. We recognise and respect their continuing connections to climate, Culture, Country and waters.

Council acknowledges the legal responsibility to comply with the *Charter of Human Rights and Responsibilities Act 2006* and the *Equal Opportunity Act 2010*. The *Charter of Human Rights and Responsibilities Act 2006* is designed to protect the fundamental rights and freedoms of citizens. The Charter gives legal protection to 20 fundamental human rights under four key values that include freedom, respect, equality and dignity.

Greater Dandenong City Council Procedures comply with the Victorian Charter of Human Rights and Responsibilities, the *Gender Equality Act 2020*, the *Climate Change Act 2017*, the Child Safe Standards contained in the *Child Wellbeing and Safety Act 2005* (Amended) and the Overarching Governance Principles specified in 9(2) of the *Local Government Act 2020*.

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Option 1

1. PURPOSE

This Internal Resolution Procedure (**Procedure**) is adopted under and in accordance with section 140 of the *Local Government Act 2020 (Act)* and regulation 12A of the *Local Government (Governance and Integrity) Regulations 2020*.

This Procedure will be observed when dealing with alleged breaches of the Model Councillor Code of Conduct.

2. INTERNAL RESOLUTION PROCEDURE

Disputes between Councillors may arise in a variety of circumstances. This Procedure is to apply to those disputes in which one Councillor (**the Complainant**) alleges that another Councillor (**the Respondent**) has breached the Model Councillor Code of Conduct.

This Procedure provides both parties to a dispute with support and encouragement to resolve the dispute in a manner that enables the Councillors to move forward and maintain effective working relationships.

This Procedure is designed to minimise cost and disruption of disputes to Council and individual Councillors and, where possible, avoid disputes escalating and becoming the subject of an internal arbitration.

It is acknowledged that this Procedure will not be suitable for resolution of all disputes between Councillors.

An overview of the Procedure is annexed, in the form of a flowchart.

3. FIRST STAGE OF INTERNAL RESOLUTION PROCEDURE

A Complainant is encouraged to raise their issue directly with the Respondent in a respectful and courteous manner, either in person or in writing, where they feel comfortable to do so.

Councillors are encouraged to recognise that:

- (a) certain behaviours and communications may be perceived by others to be causing issues or offence that may not have been intended;
- (b) it can provide useful insight to reflect on their own behaviour or motivation and possible contribution to the dispute, whether intended or not; and
- (c) dealing with the dispute early is more likely to avoid the issue escalating and resolve it before it threatens the effective operation of Council.

It is useful to frame any issue from the Councillor's perspective (eg "I felt disrespected when you said / did ..."), rather than accusing another person of holding a particular position or taking a negative action deliberately. A Councillor should let the other Councillor know how they feel and ask for an explanation, rather than making accusations or assumptions.

4. SECOND STAGE OF INTERNAL RESOLUTION PROCEDURE - CONCILIATION

Where a direct conversation between Councillors has not been successful in resolving the dispute, or a Councillor does not feel comfortable communicating directly with another Councillor, the second stage of this Procedure is conciliation.

4.1 Initiating Conciliation

A Complainant initiating conciliation must notify the Mayor and the Respondent of the dispute by completing a **Conciliation Application Form**. That form (see Attachment 1 to this Procedure) must:

- (a) specify the names of the Complainant and Respondent;
- (b) specify the provision (or provisions) of the Model Councillor Code of Conduct alleged to have been breached;
- (c) detail what was said or done by the Respondent to constitute a breach of the Model Councillor Code of Conduct;
- (d) attach any supporting information to provide examples of the behaviour complained of (eg screenshots or emails); and
- (e) be dated and signed by the Complainant.

4.2 Participating in Conciliation

Councillors are not obliged to engage in conciliation but should only decline to participate if they honestly and reasonably believe that their participation would adversely affect their health or wellbeing or would otherwise be unsafe.

A Respondent declining to participate in the conciliation must advise the Complainant and the Mayor of their unwillingness to participate, and the reasons for it. That advice must be provided no more than one week after receiving the Conciliation Application Form.

4.3 Conduct of Conciliation

Conciliation is to be conducted by the Mayor except when the Mayor is a party to the dispute or otherwise unavailable to conduct conciliation. In that case the Deputy Mayor will assume the role of the Mayor in the conciliation process. If both the Mayor and the Deputy Mayor are parties to the dispute or otherwise unavailable to conduct the conciliation, the role of the Mayor must be performed by a Councillor jointly chosen for the purpose by the parties.

When, in this Procedure, reference is made to the Mayor it includes:

- a) the Deputy Mayor; and
- b) a Councillor jointly chosen for the purpose by the parties,

when the Mayor and/or the Deputy Mayor are parties to the dispute or otherwise unavailable to conduct a conciliation.

4.4 Roles and Responsibilities

The role of the Mayor is to provide guidance to the parties to the dispute about the Standards of Conduct in the Model Councillor Code of Conduct, and actively explore whether the dispute can be resolved by agreement between them.

The role of the Complainant and Respondent is to explain their respective positions and, in a show of goodwill, actively explore the possibility of resolving the dispute by agreement.

All Councillors are responsible for conducting themselves in a courteous and respectful manner at all times during the conciliation.

The role of the Councillor Conduct Officer is to provide the Mayor with the administrative support necessary to arrange and conduct the conciliation.

4.5 Support from Council

Council, through the Councillor Conduct Officer, will provide administrative assistance to the Mayor when arranging a time and place for conciliation, including any technical assistance that may be required. Council will make a venue available to the Councillors within Council's offices that is private and suited to the conciliation process.

Council will not provide any substantive guidance or advice about the subject matter of the dispute, or pay the costs of legal advice or representation for any Councillor in connection with this Procedure. Parties to a dispute may seek their own legal or other advice at their own cost, if they choose to do so.

4.6 End or Termination of Conciliation

Conciliation will end or be terminated if any of the following occurs:

- a) the parties cannot jointly choose a Councillor to conduct the conciliation within one week of being asked to do so;
- b) the Respondent notifies the Mayor that they do not wish to participate in conciliation, and the reasons for it, within one week of receiving the Conciliation Application Form;
- c) the Respondent does not respond to the Conciliation Application Form at all within two weeks of receiving it;
- d) conciliation has not occurred within four weeks of the Complainant submitting the Conciliation Application Form;
- e) conciliation has occurred and the parties have been unable to resolve the dispute; or

- f) the dispute has been resolved.

The time for conciliation may be extended by agreement between the parties to the dispute, whether or not the matter has been escalated to one of the formal dispute resolution procedures outlined in the Act.

4.7 Confidentiality

Parties and other participants are expected to maintain confidentiality concerning the dispute and the operation of this Procedure.

4.8 Record of Outcome

The Mayor must document any agreement that is reached between the Complainant and Respondent. The agreement must be signed by the Complainant, Respondent and Mayor. Copies must be provided to the Complainant and Respondent, and the original must be retained by the Mayor. Again, parties and the Mayor are expected to maintain the confidentiality of the agreement reached.

5. INTERNAL RESOLUTION PROCEDURE DOES NOT APPLY TO THESE CIRCUMSTANCES

The following disputes are not covered by this Procedure:

- a) differences between Councillors in relation to policy or decision making, which are appropriately resolved through discussion and voting in Council meetings;
- b) complaints made against a Councillor or Councillors by a member or members of Council staff, or by any other external person;
- c) allegations of sexual harassment;
- d) disclosures made about a Councillor under the *Public Interest Disclosures Act 2012*, which can only be made to the Independent Broad-based Anti-corruption Commission; and
- e) allegations of criminal misconduct, which should be immediately referred to Victoria Police or the relevant integrity authority.

6. FORMAL DISPUTE RESOLUTION PROCEDURE

This Procedure operates alongside, and does not replace, the formal dispute resolution procedures outlined in the Act.

The formal dispute resolution procedure applies to misconduct, serious misconduct and gross misconduct.

Section 141 of *the Act* provides for an internal arbitration process concerning a breach of the Standards of Conduct set out in the Model Councillor Code of Conduct.

Administrative Updates

It is recognised that from time to time, circumstance may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this document, such a change may be made administratively. Examples include a change to the name of a Council department, the change to an existing policy or document referred to in this policy and minor updates to legislation and the like which does not have a material impact. All changes or updates which materially alter this policy must be by resolution of Council.

Option 1

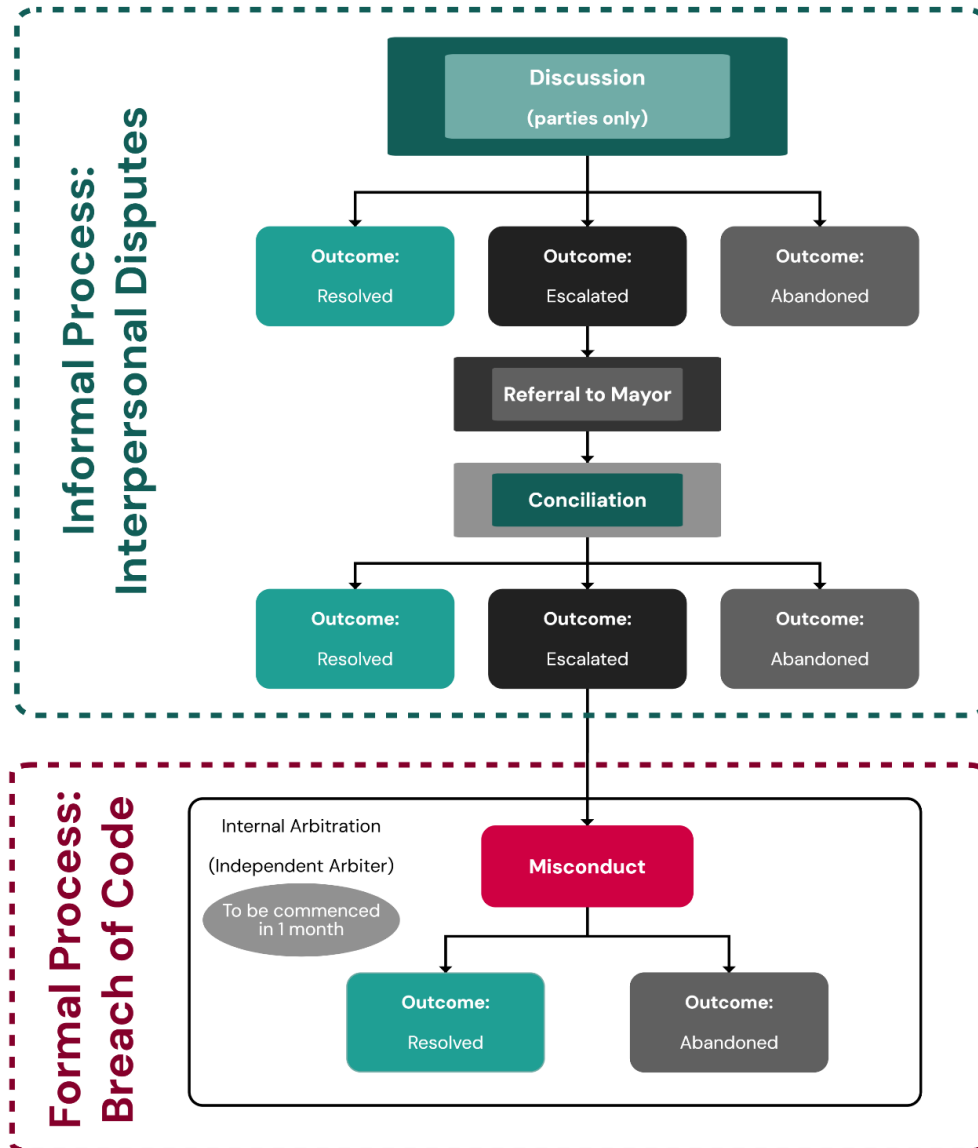
Attachment 1 Conciliation Application Form

Complainant:	
Respondent:	
Provisions of Model Councillor Code of Conduct breached:	
Action constituting breach: (Include dates, times and detailed descriptions of the action complained of. Attach further documents as necessary.)	

Signed by)
)
)
 on)

Annexure

INTERNAL RESOLUTION PROCEDURE FLOWCHART



Option 1



Councillor Internal Resolution Procedure Option 2

Procedure Endorsement:	Council		
Directorate:	Corporate Development		
Responsible Officer:	Manager, Governance Legal and Risk		
Procedure Required:	In accordance with s140 <i>Local Government Act 2020</i> and Regulation 12A of the <i>Local Government (Governance & Integrity) Regulations 2020</i> .		
File Number:		Version No:	1
1 st Adopted by Council	Minute No.	Last Adopted by Council:	Minute No.
Review Period:		Next Review:	

Greater Dandenong City Council acknowledges the Traditional Custodians of this land, the Bunurong People and pays respect to their Elders past and present. We recognise and respect their continuing connections to climate, Culture, Country and waters.

Council acknowledges the legal responsibility to comply with the *Charter of Human Rights and Responsibilities Act 2006* and the *Equal Opportunity Act 2010*. The *Charter of Human Rights and Responsibilities Act 2006* is designed to protect the fundamental rights and freedoms of citizens. The Charter gives legal protection to 20 fundamental human rights under four key values that include freedom, respect, equality and dignity.

Greater Dandenong City Council Procedures comply with the Victorian Charter of Human Rights and Responsibilities, the *Gender Equality Act 2020*, the *Climate Change Act 2017*, the Child Safe Standards contained in the *Child Wellbeing and Safety Act 2005* (Amended) and the Overarching Governance Principles specified in 9(2) of the *Local Government Act 2020*.

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1. PURPOSE

This Internal Resolution Procedure (**procedure**) is adopted under and in accordance with section 140 of the *Local Government Act 2020 (Act)* and regulation 12A of the *Local Government (Governance and Integrity) Regulations 2020*.

This Procedure will be observed when dealing with alleged breaches of the Model Councillor Code of Conduct. Councillors may also use the first stage of this procedure for other matters where a resolution is required (see section 3 of this procedure)

2. INTERNAL RESOLUTION PROCEDURE

Disputes between Councillors may arise in a variety of circumstances. This Procedure is to apply to those disputes in which one Councillor (**the Complainant**) alleges that another Councillor (**the Respondent**) has breached the Model Councillor Code of Conduct.

This Procedure provides both parties to a dispute with support and encouragement to resolve the dispute in a manner that enables the Councillors to move forward and maintain effective working relationships.

This Procedure is designed to minimise cost and disruption of disputes to Council and individual Councillors and, where possible, avoid disputes escalating and becoming the subject of an internal arbitration.

It is acknowledged that this **Procedure** will not be suitable for resolution of all disputes between Councillors. Where a Councillor does not feel comfortable with the stages set out in this **procedure** an external mediator may be sort.

An overview of the **Procedure** is annexed, in the form of a flowchart.

3. FIRST STAGE OF INTERNAL RESOLUTION PROCEDURE

The Complainant is encouraged to raise their issue directly with the Respondent in a respectful and courteous manner, either in person or in writing, where they feel comfortable to do so.

Councillors are encouraged to recognise that:

- (a) certain behaviours and communications may be perceived by others to be causing issues or offence that may not have been intended;
- (b) it can provide useful insight to reflect on their own behaviour or motivation and possible contribution to the dispute, whether intended or not; and
- (c) dealing with the dispute early is more likely to avoid the issue escalating and resolve it before it threatens the effective operation of Council.

It is useful to frame any issue from the Councillor's perspective (eg "I felt disrespected when you said / did ..."), rather than accusing another person of holding a particular position or taking a negative action deliberately. A Councillor should let the other Councillor know how they feel and ask for an explanation, rather than making accusations or assumptions.

4. SECOND STAGE OF INTERNAL RESOLUTION PROCEDURE - CONCILIATION

Where a direct conversation between Councillors has **not** been successful in resolving the dispute, or a Councillor does not feel comfortable communicating directly with another Councillor, the second stage of this Procedure is conciliation.

4.1 Initiating Conciliation

The Complainant initiating conciliation must notify the Mayor and the Respondent of the dispute by completing a **Conciliation Application Form**. That form (see Attachment 1 to this Procedure) must:

- (a) specify the names of the Complainant and Respondent;
- (b) specify the provision (or provisions) of the Model Councillor Code of Conduct alleged to have been breached;
- (c) detail what was said or done by the Respondent to constitute a breach of the Model Councillor Code of Conduct;
- (d) attach any supporting information to provide examples of the behaviour complained of (eg screenshots or emails); and
- (e) be dated and signed by the Complainant.

4.2 Participating in Conciliation

Councillors are not obliged to engage in conciliation but should only decline to participate if they honestly and reasonably believe that their participation would adversely affect their health or wellbeing or would otherwise be unsafe.

The Respondent declining to participate in the conciliation must advise the Complainant and the Mayor of their unwillingness to participate, and the reasons for it. That advice must be provided no more than one week after receiving the Conciliation Application Form.

4.3 Conduct of Conciliation

Conciliation is to be conducted by the Mayor except when the Mayor is a party to the dispute or otherwise unavailable to conduct conciliation. In that case the Deputy Mayor will assume the role of the Mayor in the conciliation process. If both the Mayor and the Deputy Mayor are parties to the dispute or otherwise unavailable to conduct the conciliation, the role of the Mayor must be performed by a Councillor jointly chosen for the purpose by the parties.

When, in this Procedure, reference is made to the Mayor it includes:

- a) the Deputy Mayor; and
- b) a Councillor jointly chosen for the purpose by the parties, when the Mayor and/or the Deputy Mayor are parties to the dispute or otherwise unavailable to conduct a conciliation.

4.4 Roles and Responsibilities

The role of the Mayor is to provide guidance to the parties to the dispute about the Standards of Conduct in the Model Councillor Code of Conduct and actively explore whether the dispute can be resolved by agreement between them.

The role of the Complainant and the Respondent is to explain their respective positions and, in a show of goodwill, actively explore the possibility of resolving the dispute by agreement.

All Councillors are responsible for conducting themselves in a courteous and respectful manner at all times during the conciliation.

The role of the Councillor Conduct Officer is to provide the Mayor with the administrative support necessary to arrange and conduct the conciliation.

4.5 Support from Council

Council, through the Councillor Conduct Officer, will provide administrative assistance to the Mayor when arranging a time and place for conciliation, including any technical assistance that may be required. Council will make a venue available to the Councillors within Council's offices that is private and suited to the conciliation process.

Council will not provide any substantive guidance or advice about the subject matter of the dispute or pay the costs of legal advice or representation for any Councillor in connection with this Procedure. Parties to a dispute may seek their own legal or other advice at their own cost, if they choose to do so.

4.6 End or Termination of Conciliation

Conciliation will end or be terminated if any of the following occurs:

- a) the parties cannot jointly choose a Councillor to conduct the conciliation within one week of being asked to do so;
- b) the Respondent notifies the Mayor that they do not wish to participate in conciliation, and the reasons for it, within one week of receiving the Conciliation Application Form;
- c) the Respondent does not respond to the Conciliation Application Form at all within two weeks of receiving it;
- d) conciliation has not occurred within four weeks of the Complainant submitting the Conciliation Application Form;
- e) conciliation has occurred and the parties have been unable to resolve the dispute; or
- f) the dispute has been resolved.

The time for conciliation may be extended by agreement between the parties to the dispute, whether or not the matter has been escalated to one of the formal dispute resolution procedures outlined in the Act.

4.7 End or termination of conciliation

Conciliation will end or be terminated if any of the following occurs:

- a) the parties cannot jointly choose a Councillor to conduct the conciliation within one week of being asked to do so;
- b) the Respondent notifies the Mayor that they do not wish to participate in conciliation and the reason for it, based on adverse health or wellbeing or safety concerns, within one week of receiving the Conciliation Application Form (attachment 1);
- c) the Respondent does not respond to the Conciliation Application Form at all within two weeks of receiving it;
- d) conciliation has not occurred within four weeks of the Complainant submitting the Conciliation Application Form.

4.8 Record of Outcome

The Mayor must document any agreement that is reached between the Complainant and Respondent. The agreement must be signed by the Complainant, Respondent and Mayor. Copies must be provided to the Complainant and Respondent, and the original must be retained by the Mayor. Again, parties and the Mayor are expected to maintain the confidentiality of the agreement reached.

4.9 Terms of Engagement

Throughout the conciliation process all parties agree to:

- a) maintain strict confidentiality regarding all discussions, documents and outcomes;
- b) act with good will and integrity and uphold the standards outlined in the Model Councillor Code of Conduct; and
- c) uphold the principles of the Model Councillor Code of Conduct.

A breach of the terms of engagement may be considered a breach of the Model Councillor Code of Conduct.

5. THIRD STAGE – EXTERNAL MEDIATION

Where a conciliation process has been performed and not been successful in resolving the dispute, the third stage of this procedure is engaging an external mediator.

On occasion, the Mayor may make a request to the Councillor Conduct Officer to bypass the conciliation process to commence external mediation. In doing so, the Mayor must specify the reasons why conciliation is not appropriate. The Councillor Conduct Officer will advise the Chief Executive Officer of the request and assess for approval.

5.1 Initiating an external mediator

A request for external mediation via the Mayor with knowledge of the parties to the dispute may be made in writing to the Councillor Conduct Officer to engage an external mediator. The request must:

- a) specify the names of the Complainant and Respondent; and
- b) specify the provision (or provisions) of the Model Councillor Code of Conduct alleged to have been breached; and
- c) detail what was said or done by the Respondent to constitute a breach of the Model Councillor Code of Conduct; and
- d) detail dispute resolution processes attempted and the reasons why an external mediator is requested; and
- e) attach any supporting information to provide examples of the behaviour complained of (e.g. screenshots or emails); and
- f) be dated and signed by the Mayor.

Written requests received by the Councillor Conduct Officer will, in confidence, confirm receipt of the request to the parties of the dispute and notifying the Chief Executive Officer and Mayor.

5.2 Participating in external mediation

The Councillor Conduct Officer must confirm in writing whether the parties to the dispute are willing to attend an external mediation.

If the other party declines to participate, reasons must be provided in writing to the Councillor Conduct Officer who will provide a copy to the parties, CEO and the Mayor. Once received, the Councillor Conduct Officer is not required to take any further action.

5.3 Engaging an external mediator

If the parties confirm participation to an external mediation to the dispute, the Councillor Conduct Officer will recommend an external mediator from Council's panel. The parties and/or Mayor may also suggest a suitable mediator for consideration.

Engagement of an external mediator must:

- a) comply with Council's procurement policy; and
- b) not exceed the total cost of \$3500 inclusive of GST.

Council will cover the cost of the external mediator. The cost of external mediator engagement will be reported as a Councillor expense where a party has declined to participate in the conciliation process.

5.4 Roles and Responsibilities

The role of the external mediator is to provide guidance to the parties to the dispute about the Standards of Conduct in the Model Councillor Code of Conduct, and actively explore whether the dispute can be resolved by agreement between them.

The Mayor must be in attendance and the participatory role will be directed by the external mediator.

The role of the Complainant and Respondent is to explain their respective positions and, in a show of goodwill, actively explore the possibility of resolving the dispute by agreement.

Councillors are responsible for always conducting themselves in a courteous and respectful manner during the conciliation.

The role of the Councillor Conduct Officer is to provide the external mediator with the administrative support necessary to arrange and conduct the external mediation.

5.5 Terms of Engagement

Throughout the external mediation process, the parties are required to maintain confidentiality, act with good will and integrity and uphold the standards in the Model Councillor Code of Conduct as outlined in section 4.9 of this procedure.

5.6 Support from Council

Council, through the Councillor Conduct Officer, will provide administrative assistance to the external mediator when arranging a time and place for mediation, including any technical assistance that may be required.

Council will make a venue available to the Councillors within Council's offices that is private and suited to the mediation process.

Council will not provide any substantive guidance or advice about the subject matter of the dispute or pay the costs of legal advice or representation for any Councillor in connection with this procedure.

Parties to a dispute may seek their own legal or other advice at their own cost if they choose to do so.

5.7 End or termination of mediation

Mediation will end or be terminated if any of the following occurs:

- a) the parties cannot jointly agree on an external mediator to conduct the mediation process within one week of being asked to do so;
- b) the Respondent notifies the Councillor Conduct Officer that they do not wish to participate in external mediation and the reasons for it, based on adverse health or wellbeing or safety concerns, within one week of receiving the request for External Mediation;

- c) the Respondent does not respond to the Councillor Conduct Officer to confirm participation at all within two weeks of being notified of the request;
- d) mediation has not occurred within four weeks of the Complainant submitting the request for External Mediation;
- e) mediation has occurred and the parties have been unable to resolve the dispute; or the dispute has been resolved.

The time for external mediation may be extended by agreement between the parties to the dispute, whether or not the matter has been escalated to one of the formal dispute resolution procedures outlined in the *Act*.

5.8 Record of outcome

The external mediator must document any agreement that is reached between the Complainant and Respondent via the mediation process.

A written report of the outcome must be provided by the external mediator to the Complainant and Respondent, the Councillor Conduct Officer, Chief Executive Officer and the Mayor.

6. STATE GOVERNMENT INTERVENTION – INTERNAL ARBITRATION

Internal arbitration' refers to the process provided for under Division 5 of Part 6 the *Act* in which an arbiter is appointed to a council by the Principal Councillor Conduct Registrar (PCCR) to hear an allegation of misconduct by a councillor. The arbiter appointed to the council to conduct an internal arbitration process is selected by the PCCR from a panel list established by the Secretary of the Department of Government Services under section 142 of the *Act*.

Should the dispute remain unresolved upon the termination of external mediation for any of the reasons outlined at section 5.7 of this procedure, the Complainant may apply to the PCCR for an arbiter to make a finding of misconduct in accordance with the internal arbitration process.

An application for a finding of misconduct must be made to the PCCR within three months of the alleged misconduct occurring.

7. INTERNAL RESOLUTION PROCEDURE DOES NOT APPLY TO THESE CIRCUMSTANCES

The following disputes are not covered by this Procedure:

- a) differences between Councillors in relation to policy or decision making, which are appropriately resolved through discussion and voting in Council meetings;
- b) complaints made against a Councillor or Councillors by a member or members of Council staff, or by any other external person;

- c) allegations of sexual harassment;
- d) disclosures made about a Councillor under the *Public Interest Disclosures Act 2012*, which can only be made to the Independent Broad-based Anti-corruption Commission; and
- e) allegations of criminal misconduct, which should be immediately referred to Victoria Police or the relevant integrity authority.

8. FORMAL DISPUTE RESOLUTION PROCEDURE

This Procedure operates alongside, and does not replace, the formal dispute resolution procedures outlined in the Act.

The formal dispute resolution procedure applies to misconduct, serious misconduct and gross misconduct.

Section 141 of *the Act* provides for an internal arbitration process concerning a breach of the Standards of Conduct set out in the Model Councillor Code of Conduct.

Administrative Updates

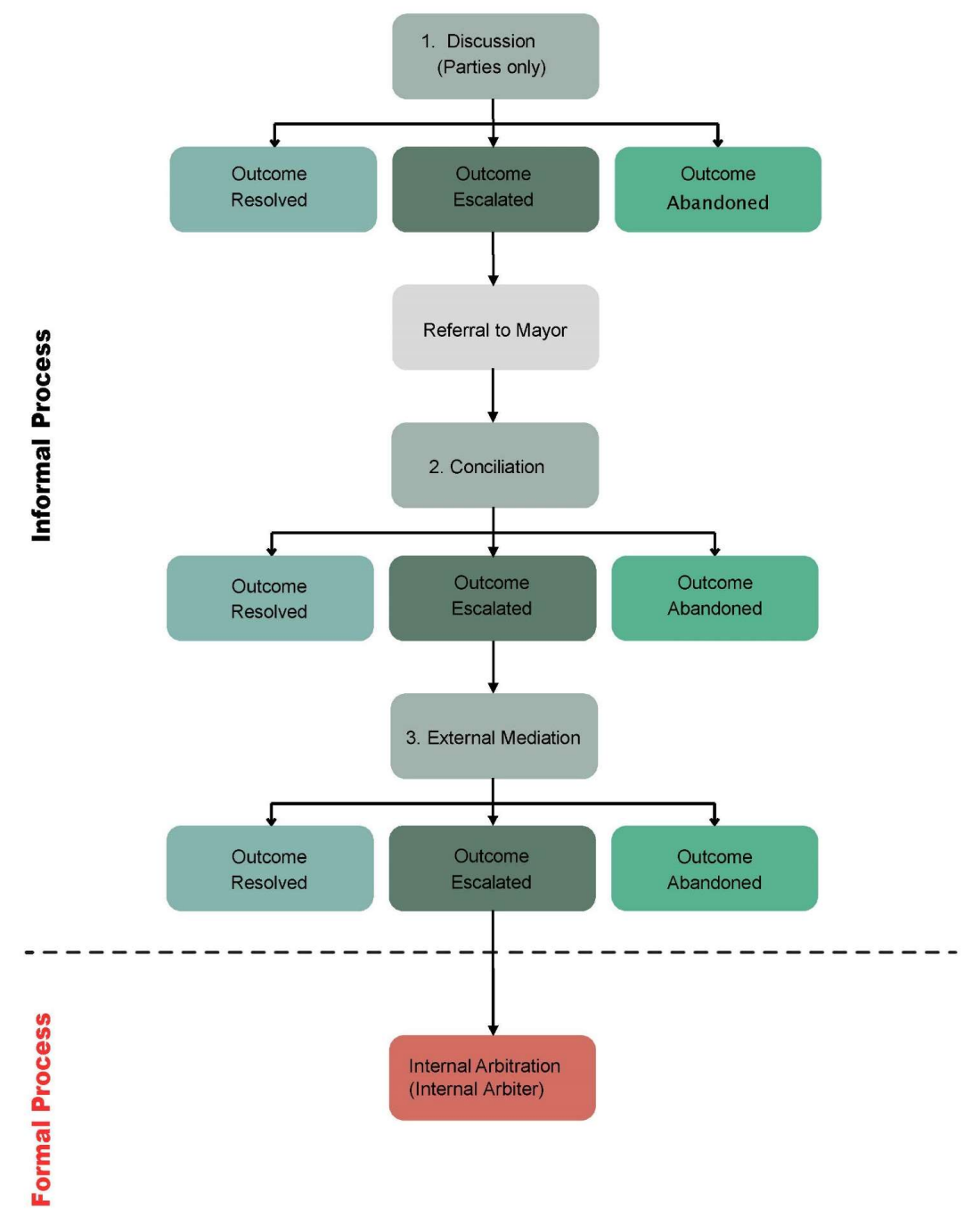
It is recognised that from time to time, circumstance may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this document, such a change may be made administratively. Examples include a change to the name of a Council department, the change to an existing policy or document referred to in this policy and minor updates to legislation and the like which does not have a material impact. All changes or updates which materially alter this policy must be by resolution of Council.

Attachment 1 Conciliation Application Form

Complainant:	
Respondent:	
Provisions of Model Councillor Code of Conduct breached:	
Action constituting breach: (Include dates, times and detailed descriptions of the action complained of. Attach further documents as necessary.)	

Signed by)
)
 on)

Annexure Internal Resolution Procedure Flowchart





4.1.4 Report on Matters Discussed at Councillor Briefing Sessions and Pre-Council Meetings

Responsible Officer: Manager Governance
Attachments: Nil

Officer Recommendation

That Council RECEIVES and NOTES the information contained in this report.

Executive Summary

1. As part of Council's ongoing efforts to improve transparency in Council processes, matters discussed at Councillor Briefing Sessions & Pre-Council Meetings (other than those matters designated to be of a confidential nature) are reported on at Council meetings.
2. The matters listed in this report were presented to Councillor Briefing Sessions & Pre-Council Meetings during the period 28 April – 19 May 2025.

Background

3. The Executive Team and associated staff at Greater Dandenong City Council host Councillor Briefing Sessions and Pre-Council Meetings on a regular basis (weekly) to inform Councillors about the work officers are undertaking, share information, obtain feedback and discuss strategies and options for current and future work.
4. To ensure transparency in this process, matters discussed at Councillor Briefing Sessions and Pre-Council Meetings (other than those matters designated to be confidential under the *Local Government Act 2020*) are reported on at Council meetings. This report represents matters discussed at the Councillor Briefing Sessions & Pre-Council meetings during the period 28 April – 19 May 2025.

**Matters Presented for Discussion**

Item		Councillor Briefing Session/Pre-Council Meeting
1	General Discussion Councillors and Council officers briefly discussed the following items: <ul style="list-style-type: none">a. Municipal Association of Victoria Housing Forum rescheduling;b. Advice regarding a future Councillor Briefing item on rough sleeping;c. Planned alteration to Council Meeting and Councillor Briefing Session schedule; and Agenda items for the Council meeting of 28 April 2025.	Pre-Council Meeting (PCM) – 28 April 2025
2	Anti-Poverty Steering Committee Members of the Anti-Poverty Steering Committee presented to Councillors on their strategy, objectives, highlights partnership projects.	Councillor Briefing Session (CBS) – 5 May 2025
3	Draft Council Plan and Annual Plan Councillors were presented with the results of over 18 months of planning and community engagement activities to help develop the new Council Plan 2025-29 and Annual Plan.	Councillor Briefing Session (CBS) – 5 May 2025
4	Integrated Planning Framework Councillors were advised of the revised Integrated Planning Framework and updated on the Sustainability Team's intent to look at opportunities for consolidation of the multiple strategies and plans associated with climate change, environment and sustainability.	Councillor Briefing Session (CBS) – 5 May 2025
5	Net Zero Transition Councillors were advised that Greater Dandenong City Council has reduced its CO2 emissions from 21,537 t-CO2 in 2019 to 3,978 t-CO2 in 2023, being an 82% reduction in emissions. Councillors were briefed on the further work and costs associated with becoming a net zero Council, and the options available to achieve this.	Councillor Briefing Session (CBS) – 5 May 2025
6	Greater Dandenong Housing Strategy Action Plan Councillor feedback and guidance was sought on the proposed draft Housing Strategy actions, including the Council owned sites proposed for a trial affordable/ social housing project, prior to officers finalising development of the strategy and action plan.	Councillor Briefing Session (CBS) – 5 May 2025



Item		Councillor Briefing Session/Pre-Council Meeting
7	Councillor Internal Resolution Procedure Councillors were presented with the proposed Internal Resolution Procedure for Greater Dandenong City Council which has been created to ensure the process and procedures are lawful and based on best practice advice for the Victorian local government sector.	Councillor Briefing Session (CBS) – 5 May 2025
8	General Discussion Councillors and Council officers briefly discussed the following items: <ul style="list-style-type: none">a. The release of Council's Revenue and Rating Plan and Budget documents;b. The release of Council's Asset plan; and Agenda items for the Council meeting of 12 May 2025.	Councillor Briefing Session (CBS) – 5 May 2025
9	General Discussion Councillors and Council officers briefly discussed the following items: <ul style="list-style-type: none">a. Dandenong Wellbeing Centre commencement of works;d. Update on the demolition of the PEP building;e. Recent event at Lois Twohig reserve; and Agenda items for the Council meeting of 12 May 2025	Pre-Council Meeting (PCM) – 12 May 2025
10	Cultural Diversity Training Councillors were presented with a training session on Cultural Diversity - this training forms part of Councillor ongoing Personal Development as required under the Local Government (Governance and Integrity) Regulations 2020.	Councillor Briefing Session (CBS) – 19 May 2025
11	Interfaith Network of the City of Greater Dandenong Contract Review 2025 Councillors were presented with a summary of the key findings and recommendations resulting from an end-of-service agreement review of agreed deliverables by the Interfaith Network of the City of Greater Dandenong.	Councillor Briefing Session (CBS) – 19 May 2025
12	Council's Visual Identity Councillors were updated on the proposed light evolution on Council logo as part of enhancing Council's visual identity.	Councillor Briefing Session (CBS) – 19 May 2025
13	Proposed Community Consultation Process – Thomas Street Precinct Councillor feedback was sought on two proposed options for the community consultation approach regarding a potential marketing name for the Thomas Street area in Dandenong.	Councillor Briefing Session (CBS) – 19 May 2025



Item		Councillor Briefing Session/Pre-Council Meeting
14	Councillor Internal Resolution Procedure Councillors further discussed the proposed internal resolution procedure. This report will be presented at a future Council Meeting for adoption.	Councillor Briefing Session (CBS) – 19 May 2025
15	General Discussion Councillors and Council officers briefly discussed the following items: <ul style="list-style-type: none">a. National Volunteers week celebrations;b. Upcoming Planning reforms;c. Emergency Services Levy; and Agenda items for the Council Meeting of 19 May 2025.	Councillor Briefing Session (CBS) – 19 May 2025

Apologies

5. Councillors Lana Formoso, Rhonda Garad, Sean O'Reilly, Loi Troung, and Sophie Tan submitted apologies for the Pre-Council Meeting on 28 April 2025.
6. Councillor Lana Formoso submitted an apology for the Councillor Briefing Session on 5 May 2025.
7. Councillor Melinda Yim submitted an apology for the Pre-Council Meeting on 12 May 2025.
8. Councillor Phillip Danh submitted an apology for the Councillor Briefing Session on 19 May 2025.
9. Councillor Rhonda Garad was granted a leave of absence from 11 April 2025 until 5 May 2025 at the Council Meeting held 14 April 2025, Minute No. 99.

Legislative and Policy Obligations

10. Section 9 of the *Local Government Act 2020* (LGA2020) states that a Council must in the performance of its role give effect to the overarching governance principles.
11. Reporting on matters discussed at Councillor Briefing Sessions and Pre-Council Meetings gives effect to the overarching governance principles (in particular, section 9(i) of the *Local Government Act 2020*) in that the transparency of Council actions and information is ensured.



4.1.5 List of Registered Correspondence to Mayor and Councillors

Responsible Officer: Manager Governance, Legal & Risk
Attachments: 1. List of Registered Correspondence to Mayor and Councillors [4.1.5.1 - 2 pages]

Officer Recommendation

That the listed items for the period 5 May to 16 May 2025 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 5 May to 16 May 2025.

Objective

CONNECTED. COLLABORATIVE. COMMUNITY.

Correspondences addressed to the Mayor and Councillors received between 05/05/25 & 16/05/25 - for officer action - total = 0

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Assigned
Nil.				

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 05/05/25 & 16/05/25 - for information only - total = 2

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Assigned
A letter from Humanity First thanking Council for their on-going support of its Cooked Food Distribution Stall event.	05-May-25	06-May-25	A11984616	Mayor & Councillors Office
A letter from the Mayor of City of Greater Bendigo Seeking Support for its Food Security Motion being presented at the upcoming MAV State Council Meeting.	09-May-25	09-May-25	A12020170	Mayor & Councillors Office

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



4.1.6 Draft Minutes of Advisory Committee Meetings

Responsible Officer:	Executive Director Community Strengthening
Attachments:	<ol style="list-style-type: none">1. Draft Minutes of Springvale Community Hub Committee Meeting 12 March 2025 [4.1.6.1 - 3 pages]2. Draft Minutes of Cultural Heritage Advisory Committee Meeting 20 March 2025 [4.1.6.2 - 5 pages]3. Draft Minutes of Disability Advisory Committee Meeting 7 April 2025 [4.1.6.3 - 3 pages]4. Draft Minutes of Positive Ageing Advisory Committee Meeting 10 April 2025 [4.1.6.4 - 3 pages]

Officer Recommendation

That Council NOTES:

- 1) **Draft Minutes of the meeting for Springvale Community Hub Committee held on 12 March 2025 (Attachment 1);**
- 2) **Draft Minutes of the meeting for Cultural Heritage Advisory Committee held on 20 March 2025 (Attachment 2);**
- 3) **Draft Minutes of the meeting for Disability Advisory Committee held on 7 April 2025 (Attachment 3); and**
- 4) **Draft Minutes of the meeting for Positive Ageing Advisory Committee held on 10 April 2025 (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 Committees meetings be noted by Council:
 - a) Springvale Community Hub Committee held on 12 March 2025 (Attachment 1),
 - b) Cultural Heritage Advisory Committee held on 20 March 2025 (Attachment 2),
 - c) Disability Advisory Committee held on 7 April 2025 (Attachment 3), and
 - d) Positive Ageing Advisory Committee held on 10 April 2025 (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 particular Minutes would then 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.
 - Art and culture.
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.



Springvale Community Hub Committee Meeting Minutes	
Date	Wednesday 12 March 2025
Time	5.45pm (for a 6pm start) to 7.30pm
Venue	Springvale Community Hub, (SCH) Community Meeting Room 7 and online
Chair	Louisa Willoughby (LW)
Attendees	Gaye Guest (GG), Silvia Mastrogiovanni (SM), Sarita Kulkarni (SK), Matthew Kirwan (MK), Cr Sean O'Reilly (SO), Manager Creative and Engaged City [City of Greater Dandenong (CGD)], Coordinator Experiences and Partnerships (CGD), Coordinator Cultural and Community Hubs (CGD), Team Leader Programming and Cultural Development (CGD), Community Development Officer (CGD)
Apologies	Zoë Mohl (ZM), Chris Keys (CK), Elena Sheldon (ES), Vinh Luong (VL)

	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.	Conflicts of Interest No conflicts of interest in relation to agenda.		
4.	Introduce New Faces Council Officers provided a brief overview of the new team structure. Team members introduced themselves to the Committee and explained their roles. Committee Members also introduced themselves to the Council Officers. A Committee Member requested a breakdown of the organisational chart to be distributed to the group.	Distribute list of key staff and responsibilities.	Council Officers
5.	Minutes Minutes from 7 November 2024 were accepted as a true reflection of the meetings. Moved - MK Seconded – GG		



	<p>Committee members explained to the new group members the background of their request for the Council to provide information distinguishing between commercial and community hirers. This allows the Committee to suggest suitable groups based on current use and the hub's constraints.</p> <p>Council Officers consulted with the Governance Team and were informed that providing details of hirers and their frequency of use would breach privacy terms and conditions. However, Council can provide the total number of hirers or potentially offer de-identified data.</p> <p>It was suggested that the Terms and Conditions could be updated to allow hirer information to be shared with the Advisory Committee, with confidentiality. It was also suggested an opt-in/opt-out option would address privacy concerns. The Committee strongly recommended that officers pursue this update with Governance.</p>	Request of the Governance team that terms and conditions for hirers be updated to allow data sharing with the Advisory Committee.	Council Officers
6.	<p>Update on proposed Hubs Advisory Committee /Review of Hub Frameworks</p> <p>Council Officers explained that Council has several similar strategic items that cross over with hubs.</p> <p>Council endorsed an interim plan for the Keysborough South Community Hub (KSCH) to enable the opportunity to consult on several items, including a combined Community Hub Framework. The draft Terms of Reference for a Hubs Advisory Committee were also endorsed at Council and will soon be open for consultation.</p> <p>Council Officers will also conduct consultation about the naming of KSCH and briefly outlined the naming process for the precinct. It was noted that this consultation is a legal requirement of Geographic Names Victoria for the hub name to be officially registered.</p> <p>The Community Facility Access and Use Policy is in draft format and booked for a Council briefing session in June, with consultation to follow. The Committee discussed the launch of Bookable and how the booking process could be more streamlined and accessible for the community.</p> <p>Clarification was sought about the Community Hub Frameworks and their relevant departments. Officers noted their intention to create focus consultation questions on the Springvale Community Hub. Feedback will be considered on whether the proposed Framework should cover venues beyond the three main hubs – that is the Springvale Community Hub, Keysborough Community Hub, and Dandenong Community Hub.</p>		



	Committee Members asked if they could view the new Framework and provide feedback before it goes out for public consultation. Officers advised that, in line with governance rules, Committee members should provide input during the public consultation period, so this request was not supported. It was agreed to have a committee meeting during that period. Council Officers encouraged Committee Members to share the consultation activities through their networks.		
7.	Springvale Community Hub Report The Committee noted the report. Council Officers presented the upcoming Makerspace Project. A Committee Member suggested the possibility of cross-promoting with existing sewing classes at various community centres and school hubs. The project was received very positively by the Committee Members.	Check whether June clothes swap is running on King's Birthday weekend on Sunday 8 June.	Council Officers
8.	Café Update Council Officers have had a panel review of the received Expressions of Interest and will soon meet with the preferred candidate. Although social enterprises were approached, we have not received any applications. The Committee discussed preferring a provider with crockery service for in-house orders to align with the Council's Sustainability Strategy. Safety concerns and café boundaries were raised, with members offering solutions. This will be discussed with the leasee.	Update on tender status for next meeting.	Council Officers
9.	Community Voice and Emerging Issues Nothing noted.		
10.	Next Meeting Council Officers will confirm the new meeting date, which will be either Wednesday 2 April or Wednesday 30 April, depending on the start date of the community consultations.	Check with other Committee Members as to suitable days/dates and send out calendar invite.	Council Officers
Meeting Closed at 7.02pm			



Cultural Heritage Advisory Committee Meeting Minutes			
Date	Thursday 20 March 2025		
Time	5pm–6.30pm		
Venue	Springvale Community Hub – Community Room 6 and Microsoft Teams		
Chair	Christine Keys (CK)		
Attendees	Gaye Guest (GG), Robyn Robie (RR), Hesara Welivitiya (HW), Manager Creative and Engaged City [City of Greater Dandenong (CGD)], Coordinator Experiences and Partnerships (CGD), Cultural Heritage Program Lead (CGD), Heritage Collection Officer (CGD), Manager Strategic and Environmental Planning (CGD)		
Apologies	Cr Rhonda Garad (CGD), Maryanne McCubbin (MM)		
Minutes	Business Support Officer (CGD)		
	ITEM	ACTION	ACTION BY
1.	<p>Welcome - Acknowledgement of 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> <p>Due to the resignation of the Chair, the Coordinator Experiences and Experiences to temporary Chair until discussion of item 4.</p>		
2.	<p>Conflicts of Interest</p> <p>The Committee declared no conflicts of interest.</p>		
3.	<p>Planning Items</p> <p>Manager Strategic and Environmental Planning provided an update on the Amendment C249gdan to its Planning Scheme. The amendment focuses on 18 heritage places located in Greater Dandenong.</p> <p>The main goals are to:</p> <ul style="list-style-type: none"> • Correct anomalies and mapping errors in the Heritage Overlay Schedule. • Ensure consistency with the Department of Transport and Planning's guidelines and previous heritage studies. • Amend the Schedule to Clause 43.01 Heritage Overlay to update addresses and controls for the 18 heritage places. • Adjust the mapped extent of the heritage overlay for these places and delete three heritage places <p>The amendment aims to ensure that heritage information and planning controls are accurately applied, preserving the historical significance of these sites.</p> <p>The public have an opportunity to provide a submission on Amendment C249gdan as part of the planning scheme amendment process which commenced on Thursday 13 March 2025 and written submissions close</p>	Provide an update on Amendment C249gdan - Heritage Overlay.	Manager Strategic and Environmental Planning



	<p>on 5pm, Thursday 17 April.</p> <p>If submissions are received, Council officers will review the submissions and prepare a Council Report. Council may resolve to refer submissions to a Planning Panel.</p> <p>Council will consider a report on the Amendment and resolve to adopt or abandon the Amendment. If Council adopts the Amendment, it will be submitted to the Minister for Planning for a final decision.</p>		
4. Chairperson	<p>Due to the formal resignation of Sam Sofos the previous Chair, nominations were sought for a new Chair for the remainder of the Committee's term (until Sunday 18 May).</p> <p>CK self-nominated and all Committee members agreed.</p>	CK to Chair meetings until end of Committee term.	CK
5. Introductions, Committee Objectives and Committee Aspirations for 2025	<p>The Manager Creative and Engaged City provided an update on the finalised restructure for Community, Arts, Culture and Libraries to better align with the department's future needs and priorities including operating with four distinct business units:</p> <ul style="list-style-type: none"> • Creative City Promotions • Experiences and Partnerships • Cultural and Community Hubs • Library Services <p>The realignment streamlines operations, enhances collaboration and improves the allocation of resources to ensure the delivery of high-quality services to our community.</p> <p>The Cultural Heritage Program Lead provided a brief overview of the Committee's objectives as outlined in the Terms of Reference adopted in January 2023 including:</p> <ul style="list-style-type: none"> • Provide high level advice to Council in relation to strategic direction of Greater Dandenong's cultural heritage work, including any issues that may have the potential to impact on the development and delivery of the City's heritage program • Consider, identify and advocate for resources, partnerships and funding opportunities to successfully implement Council's established priorities and work program • Provide advice in relation to the collection development, management and display of Council's heritage collections • Provide specialised independent knowledge to support the implementation of heritage components of the Arts, Culture and Heritage Strategy and any related Council policy <p>The Committee discussed the Terms of Reference requires updating due to the restructure and Council Officer positions.</p>	Terms of Reference requires updating due to the	CGD Officers



	<p>The Committee discussed their aspirations for the Committee including:</p> <ul style="list-style-type: none"> • Provide advice and recommendations to Council on the strategic direction related to cultural heritage matters • Promotion and conservation of cultural heritage assets, ensuring they are preserved for future generation • Celebrate and support for local historical societies <p>The Committee expressed their gratitude to Senior Coordinator Library Services, and Coordinator Library Technologies and System for their commitment and contributions to the Committee over the years.</p>	restructure and change in Council Officer position titles.	
6.	<p>Business arising from previous minutes</p> <p>GG confirmed the property at 82-88 Carlton Road, Dandenong previously considered believed to have heritage protections has sold in October 2024.</p> <p>September 2024 minutes were accepted – moved RR and seconded GG.</p>		
7.	<p>Community Engagement – CHAC Process Update</p> <p>Coordinator Experiences and Partnerships advised the Community Engagement process and checklist is delayed due to an appointment of a new Community Engagement Lead Officer and current internal review of the draft procedures.</p> <p>The Committee expressed a strong interest in being consulted on projects related to heritage and other relevant areas by providing effective feedback on ongoing and upcoming projects.</p>	Provide an update and invite the Community Engagement Lead Officer to a future meeting.	CGD Officer
8.	<p>Grant Opportunities and Updates</p> <p>Cultural Heritage Program Lead provided an update on grant opportunities including:</p> <ul style="list-style-type: none"> • Copland Grant – Council was unsuccessful in this application for the review and update of Heritage Hill conservation management plans. • Cenotaph restoration project – supported an application with Public Arts – Council was successful this is application for \$9,860 to engage a conservation consultancy to assess rejuvenation works, consisting of non-structural repairs, cleaning, artistic work detailing and minor safety repairs. This is supported through the Restoring Community War Memorials and Avenues of Honour grant program. • Community Heritage Grants, administered by the National Library of Australia (NLA) – Council was unsuccessful in this application for community heritage training program for local collection group. <p>The Committee requested draft grant applications be reviewed by the Committee prior to submission to provide feedback.</p>	<p>Circulate grant opportunities available for heritage-related projects to the Committee.</p> <p>Provide draft grant applications to the Committee for feedback.</p>	<p>CGD Officer</p> <p>CGD Officer</p>
9.	<p>Service Updates and Discussions</p> <p><i>Heritage Hill Update</i></p> <ul style="list-style-type: none"> • Changeover exhibition from 'Trees a Canopy Extraordinaire' 		



	<p>exhibition to 'We Built this City'</p> <ul style="list-style-type: none"> • Since Monday 14 October 2024, we have had 803 visits to Heritage Hill which also includes tours. Current opening hours Wednesdays and Thursdays 10am-2pm. • Heritage programs included: <ul style="list-style-type: none"> ○ The Spirit of Enterprise (SOE) trail map and display was launched in partnership with the Spirit of Enterprise Group on Sunday 17 November 2024, at the Springvale Community Hub. This event celebrated the history of the Enterprise Migrant Hostel and its significant impact on the development of Springvale. ○ Importance of oral histories with historian Dr Nicolette Snowden & Rhonda Diffey exhibition program, held on Thursday 28 November 2024 ○ The Underrepresented Voices in History exhibition program was held on Thursday 5 December 2024. This event highlighted the contributions of pioneering women in Greater Dandenong's history and featured speakers such as Angela Bailey (Australian Queer Archives) and Christine Keys (Dandenong & District Historical Society) ○ Participation in Seniors Festival and History Month ○ Participation in National Trust Heritage Festival: Heritage Hill House and Garden tour, exhibition, and Heritage Collection store tour <p><i>Civic & Cultural Heritage Collection - Acquisitions & Deaccessions</i> Acquisition documents for the Jan Trezise and Leon Trembath Collection were presented to the Committee.</p> <p>Acquisition offer Jan Trezise Collection Donor Details: Jan Trezise Date of Offer: August 2019 Number of Items: 12 Date Range of Items: 1969 to 1980</p> <p>The Heritage Collection Officer presented a series of photographs of the 12 items on offer for the Jan Trezise Collection and discussed the assessment acquisition criterias. The collection contains significant items relevant to the role of women Councillors during the 1970s and 1980s.</p> <p>Acquisition offer Leon Trembath Collection Donor Details: Jan Trezise on behalf of Leon Trembath Date of Offer: August 2019 and 28 January 2021 Number of Items: Large number 2D documents and dinner set items Date Range of Items: 1970s, 1980s and 1990s</p> <p>The Heritage Collection Officer presented a series of photographs of the items on offer for the Leon Trembath Collection and discussed the assessment acquisition criteria. The collection contains significant items relevant to the City of Springvale during the 1970s, 1980s and 1990s.</p> <p>The Committee reviewed the proposed items in both Collections against the acquisition criteria as outlined by the policy and recommends acquisition to be submitted to Director Community Strengthening for approval and accepted into the Civic and Cultural Heritage Collection.</p>	<p>Submit acquisitions to the Director Community Strengthening for approval.</p>	<p>CGD Officer</p>
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10. Historical Societies Updates	<p>CK advised the Dandenong Historical Society and Springvale Historical Society will meet on Sunday 13 April at 2pm at Benga. Guest Speaker: Michael Mackay will be sharing the life and achievements of his grandfather, Alan Lind who was the State member for Dandenong and for Mildura.</p> <p>CK will be interviewed by a not-for-profit organisation to discuss Thomas Street in Dandenong local heritage and its connection to the Afghan community.</p>		
11. Sector Updates	<p>The Heritage Council Victoria provides a comprehensive Heritage Information Pack that explains why protecting heritage is important and how you can get involved. These resources are designed to help build community support for heritage preservation and are available for schools, community groups, tourist centres, and heritage groups.</p>	<p>Share Heritage Information Pack to the Committee.</p>	<p>CGD Officer</p>
12. Other Business	<p>Cultural Heritage Program Lead advised the Committee's current term ends on Sunday 18 May. Expression of interest and re-appointment process will be undertaken and information shared with the Committee.</p> <p>Next meeting proposed Thursday 15 May, 5pm–6.30pm.</p>	<p>Share Expression of Interest details to the Committee.</p>	<p>CGD Officer</p>
<p style="text-align: center;">Meeting Closed at 6:30pm</p>			



Disability Advisory Committee Meeting Minutes

Date	Monday 7 April 2025		
Time	4pm–5.30pm		
Venue	Dandenong Civic Centre - 225 Lonsdale St, Dandenong Meeting Room 2NE/NW and Microsoft Teams		
Chair	Frank Cutuli		
Attendees	Deborah Lee, Catherine Rampant, Pradeep Hewavitharana, Norma Seip, Sharon Harris, Lisa Ashton, Manager Community Care (City of Greater Dandenong [CGD]), Coordinator Community Access (CGD), Cr Melinda Yim (CGD)		
Apologies	Tam Nguyen, Lionel Gee, Kristina Drmic, Ali Al Lawati, Disability Planning Officer (CGD)		
Minutes	Business Support Officer (CGD)		
	ITEM	ACTION	ACTION BY
1.	<p>Welcome - 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></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>		
2.	<p>Business arising from previous minutes Kangaroos at Dandenong Police Paddocks Reserve A Committee member raised her concerns of the disappearance of the kangaroos at Dandenong Police Paddocks Reserve over the past few months as they were prominent wildlife at the reserve.</p> <p>The dry summer has impacted the local wildlife, and the kangaroos have moved elsewhere to find water and food. For any concerns, contact Parks Victoria.</p> <p>Noble Park Aquatic Centre A Committee member raised the issue with accessible toilets at Noble Park Aquatic Centre next to the indoor pool hall not closing properly.</p> <p>Council Officers have obtained two quotes for fitting automatic door openers/closers so there is no pushing action required. Funding is currently being sought to complete the works, and an update will be provided once this is confirmed.</p>	<p>For noting.</p> <p>Provide further update to Committee.</p>	<p>Manager Community Care</p>
3.	<p>Disability Parking Rules Council has specific rules and guidelines for disability parking to ensure accessibility for all residents and visitors. The Accessible Parking Permit (APP) Scheme, administered by VicRoads, has replaced the previous Disabled Permits issued by the Council.</p> <p>There are two types of permits:</p> <ol style="list-style-type: none"> Australian Disability Parking (ADP) Permits for individuals: an ADP permit can be used Australia-wide, and allows the permit holder to: 		



	<ul style="list-style-type: none"> • park a vehicle in an accessible parking bay for the time displayed on the sign, or • park in a standard parking bay for double the time displayed on the parking sign <p>2. Double Time (DT) permits for individuals: allows the permit holder to park for double the time on a parking bay and is unique to Victoria</p> <p>When a recipient receives their valid ADP or DTP, they are provided details of the conditions of use for their permit. Signage is available on all ticket machines in Greater Dandenong specifying that ADP holders are exempt from payment.</p> <p>Each Council in Victoria has the authority to set its own parking rules and fees based on local conditions. This can cause confusion for people travelling across municipalities with parking regulations varying between different Councils.</p> <p>The Committee suggested identifying further opportunities for greater community education on the use of the 2 types of Disabled Parking Permits.</p> <p>The Committee suggested the rules should be consistent across Victoria to reduce confusion. This would make it easier for permit holders to understand and use their permits anywhere in the state without worrying about different rules in different areas.</p>		
		<p>Explore opportunities for greater community education.</p> <p>Refer to the Municipal Association of Victoria (MAV) to advocate for consistent rules and guidelines for disability parking.</p>	<p>Disability Team</p> <p>Manager Community Care</p>
3.	<p>Council's Community Care Website Review</p> <p>Council's Disability Support page was presented to the Committee for feedback to improve the accessibility and information to the community. The Committee provided valuable insights including:</p> <ul style="list-style-type: none"> • Post links to useful resources and guides • Include facts on disability • Easy to understand and plain language • Simplify navigation with clear headings and consistent layout <p>The Coordinator Community Access advised plans to include disability issues articles in the Greater Dandenong Council News monthly magazine including the Sunflower program, hearing loops, carers week, assistance animals, Council's Disability Action Plan and International Day of People with a Disability to raise awareness and provide valuable resources to the community.</p>	<p>Provide further ideas or information to the Disability Inclusion Officer.</p>	<p>Committee Members</p>
4.	<p>Disability Action Plan (DAP)</p> <p>The Coordinator Community Access advised discussions were held with the Council's Community Engagement Lead regarding the consultation phase of the Disability Action Plan. It is proposed a draft DAP should be presented to the community for feedback due to the extensive information collected to date highlighting the experiences and needs of people with disability through the Committee, service provider networks</p>	<p>Share the draft DAP and stakeholder group with the Committee.</p>	<p>Coordinator Community Access</p>



	<p>and the Aged and Disability Service Review in 2023.</p> <p>Council's Media and Communications Team is actively working on the community engagement plan and communications strategy. This will be crucial for effectively presenting the draft DAP to the community and gathering valuable feedback.</p>		
5.	<p>Disability matters/issues identified by the community</p> <p>The All-Abilities Sports Day will be held on Monday 19 May from 1pm-3pm at Springers Leisure Centre. This free event encourages participation of all ages and abilities to join an inclusive day of sport activities.</p> <p>A Committee member raised a safety concern at the intersection of Dandenong/Frankston Road and the Dandenong Bypass due to the lack of a footpath for pedestrians to cross the highway. This affects the accessibility and safety of the area for people with disabilities and other pedestrians.</p>	<p>Share information with the Committee.</p> <p>Raise concern with relevant Council department.</p>	<p>Coordinator Community Access</p> <p>Coordinator Community Access</p>
Meeting Closed at 5:28pm			



Positive Ageing Advisory Committee Minutes			
Date	Thursday 10 April 2025		
Time	1.30pm–3pm		
Venue	Springvale Community Hub Community Room 1 and Microsoft Teams		
Chair	Julie Klok		
Attendees	Christine Green, Jeanette Keane, Mark Osborne, Carol Drummond, Maria Erdeg, Lauris Attard, Vinh-Quang Luong, Erica Moulang, Coordinator Community Access (City of Greater Dandenong [CGD]), Positive Ageing Team Leader (CGD)		
Apologies	Manager Community Care (CGD), Cr Sophie Tan (CGD), Cr Melinda Lim (CGD)		
Minutes	Business Support Officer (CGD)		
	ITEM	ACTION	ACTION BY
1.	<p>Welcome - 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></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>		
2.	<p>Business arising from previous minutes Government Online Apps Investigate possible education programs that could be offered in partnership with the Libraries Team and feature an article on Government Online Apps in the Living Well newsletter.</p> <p>February 2025 minutes were accepted – moved Jeanette Keane and seconded Carol Drummond.</p>	Discuss education programs with Libraries Team and feature an article on Government Online Apps in the Living Well newsletter.	Positive Ageing Team Leader
3.	<p>Update on Aged Care Reforms The new Support at Home program, starting on 1 July 2025, will introduce eight classification levels for ongoing services. These levels are designed to better meet the diverse needs of older Australians, replacing the current four Home Care Package levels.</p> <p>Commonwealth Home Support Programme (CHSP) will undergo several changes as it transitions to the new Support at Home program including some key updates:</p> <ol style="list-style-type: none"> Extension period: CHSP will be extended from 1 July 2025 to 30 June 2027 New Aged Care Act: will regulate CHSP providers similarly to other aged care programs Standardised Service List: the CHSP service list will be standardised with new service type names and descriptions Single Assessment System: all CHSP clients will need to be assessed through the My Aged Care system to receive government-subsidised services 	Provide further updates on Aged Care Reforms.	Coordinator Community Access



	<p>Ahead of the transition to Support at Home, the implementation of the new Aged Care Act which also will come into effect on 1 July 2025, will change the way CHSP services are funded, regulated and delivered.</p> <p>The new Aged Care Act will introduce a streamlined provider registration system, covering all types of aged care services delivered by a provider. Providers must understand under the new registration categories as it determines which Quality Standards are required to be met.</p> <p>The new reforms come with extensive regulatory requirements that providers must comply with. Providers must ensure that all staff are adequately trained to meet the new standards of care with continuous training essential.</p> <p>The implementation timeline is tight, and many providers feel they need more time to adapt fully. A coordinated effort from the government, aged care providers, and the community is crucial to ensure these reforms lead to meaningful improvements in the quality of care for older Australians.</p>		
5.	<p>Council's Community Care Website Review</p> <p>The Coordinator Community Access has requested feedback on the types of information people are seeking on the Council's Community Care page to improve its accessibility and the usefulness of the information provided to the community.</p> <p>In discussion, the Committee recommended implementing a chatbot for the CGD Council to streamline communication, improve service delivery, and enhance the overall experience for residents, and requested additional time to consider any further improvements.</p>	<p>Further review and consider what information people are seeking from Council's website for further discussion at the next meeting.</p>	<p>Committee Members</p>
6.	<p>2025 Seniors Festival</p> <p>The Positive Ageing Team is busy planning and organising a month-long celebration for the Seniors Festival in October. Exciting events and activities are in the works to honour and engage our senior community throughout the month.</p> <p>The Committee provided several suggestions on activities including:</p> <ul style="list-style-type: none"> • More day trips: provide a mix of relaxation, cultural enrichment, and social interaction • Ageing Well at Home Expo: provide demonstrations and opportunities to learn about assistive technologies, products, and services that support ageing at home • Makeup or Clothing Expo: conduct workshops on skincare, makeup techniques, and fashion tips tailored for seniors • Tips for downsizing your home <p>These ideas aim to offer a variety of engaging and enjoyable experiences for seniors.</p> <p>The Coordinator Community Access advised unfortunately, the Senior's Afternoon Dance scheduled for Wednesday 9 April has been cancelled due to low registration. Committee members noted that many regular</p>	<p>For noting.</p>	



	attendees had medical appointments or were unavailable because of the school holidays.		
7.	Other Business The Coordinator Community Access reported that the Positive Ageing Support Officer has resigned. The team is reviewing the role to better focus on community engagement and collaboration, aiming to improve support for seniors.	Update Committee on progress at next meeting	Coordinator Community Access
Meeting Closed at 2.34pm			



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