



Minutes

Council Meeting

Monday 24 November 2025, 7:00 pm

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

greaterdandenong.vic.gov.au



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 2025-29 ([Council Plan 2025-29 | 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 places*
- *A green city committed to a sustainable future*
- *A city that supports business, entrepreneurship, quality education and employment outcomes*
- *A Council that demonstrates leadership, responsible use of public resources, 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.



Supporting Documents

Attachments for reports included in these Minutes can be found within the corresponding Agenda document on Council's website <https://www.greaterdandenong.vic.gov.au/council-meetings>.

Your Councillors

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

[Cr Bob Milkovic](#)

[Deputy Mayor Phillip Danh](#)

[Cr Sean O'Reilly](#)

[Cr Isabella Do](#)

[Cr Loi Truong](#)

[Cr Lana Formoso](#)

[Cr Melinda Yim](#)

[Cr Rhonda Garad](#)

[Cr Alice Phuong Le](#)

[Cr Jim Memeti](#)



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

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



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Acknowledging
Bunurong Country

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1 MEETING OPENING

1.1 OPENING OF MEETING BY CHAIR

Cr Sophie Tan opened the Meeting at 7.00pm.

1.2 ATTENDANCE

Apologies

Cr Lana Formoso.

Councillors Present

Cr Sophie Tan, Mayor (Chair)
Cr Phillip Danh, Deputy Mayor
Cr Rhonda Garad, Cr Alice Phuong Le, Cr Jim Memeti,
Cr Bob Milkovic, Cr Sean O'Reilly, Cr Loi Truong, Cr Melinda Yim.

Officers Present

Jacqui Weatherill, Chief Executive Officer; Sanjay Manivasagasivam, Executive Director City Futures; Peta Gillies, Executive Director Community Strengthening; Yuri Guzman, Chief Customer & Information Officer; Michael Tonta, Governance Advisor; Marjan Hajjari, Executive Director Strategy & Corporate Services.



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

All remained standing as Mr Shamim Navidi a member of the Greater Dandenong Interfaith Network, read the following:

"Lord! Pitiful are we, grant us Thy favor. Lord! Pitiful are we, grant us Thy favor; poor, bestow upon us a share from the ocean of Thy wealth; needy, do Thou satisfy us; abased, give us Thy glory. The fowls of the air and the beasts of the field receive their meat each day from Thee and all beings partake of Thy care and loving kindness. Deprive not this feeble one of Thy wondrous grace and vouchsafe by Thy might unto this helpless soul Thy bounty. Give us our daily bread and grant Thine increase in the necessities of life, that we may be dependent on none other than Thee, may commune wholly with Thee, may walk in Thy ways and declare Thy mysteries. Thou art the Almighty and the Loving and the Provider of all mankind.

'Abdu'l-Bahá,"



1.5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Meeting of Council held 10 November 2025.

Annual Meeting of Council held 13 November 2025.

Recommendation

1. That the Minutes of the Meeting of Council held 10 November 2025 be confirmed.
2. That the Minutes of the Annual Meeting of Council held 13 November 2025 be confirmed

MINUTE No.251

Moved by: Cr Rhonda Garad

Seconded by: Cr Jim Memeti

1. That the Minutes of the Meeting of Council held 10 November 2025 be confirmed.
 2. That the Minutes of the Annual Meeting of Council held 13 November 2025 be confirmed
- CARRIED 9 / 0**

1.6 DISCLOSURES OF INTEREST

Cr Loi Truong disclosed a direct material conflict of interest in Item 4.2.1 Medium Grants Program 2025 Round 2 as he is on the SEMVAC Board. Cr Loi Truong left the Chamber prior to discussion and voting on this item.



2 OFFICERS REPORTS - PART 1

2.1 PETITIONS AND JOINT LETTERS

2.1.1 Petitions and Joint Letters

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

Officer Recommendation

That this report and its attachment be received and noted.

Executive Summary

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

Petitions and Joint Letters Tabled

4. Council received no new petitions and no joint letters prior to the Council Meeting of 24 November 2025.

Note: Where relevant, a summary of the progress of ongoing change.org petitions and any other relevant petitions/joint letters/submissions will be provided in the attachment to this report.

MINUTE No.252

Moved by: Cr Rhonda Garad
Seconded by: Cr Jim Memeti

That this report and its attachment be received and noted.

CARRIED 9 / 0



2.2 STATUTORY PLANNING APPLICATIONS

2.2.1 Planning Delegated Decisions Issued - October 2025

Responsible Officer: Executive Director City Futures

Attachments: 1. Planning Delegated Decisions Issued - October 2025
[2.2.1.1 - 11 pages]

Officer Recommendation

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

Executive Summary

1. This report provides Council with an update on the exercise of delegation by Council officers.
2. It provides a listing of Town Planning applications that were either decided or closed under delegation or withdrawn by applicants in October 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.

MINUTE No.253

Moved by: Cr Jim Memeti

Seconded by: Cr Rhonda Garad

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

CARRIED 9 / 0



2.2.2 Town Planning Application – No. 9-11 and 13-15 Patrona Street, Dandenong (Planning Application No. PLA24/0093)

Responsible Officer:	Executive Director City Futures
Attachments:	<ol style="list-style-type: none">1. Council Report Attachment- Location of Objectors (A 12536717) [2.2.2.1 - 1 page]2. Council Report Attachment- Assessed Plans (A 12536779) [2.2.2.2 - 7 pages]

Application Summary

Applicant:	Taha Humanity Association of Victoria Ltd
Proposal:	AMENDMENT TO: Use of the land for the purpose of a Place of Assembly, including the preparation (embalming) and temporary storage of deceased persons and buildings and works (PLN17/0106, PLA23/0099). The amendment seeks to amend the permit address, preamble, conditions and endorsed plans.
Zone:	Industrial 1 Zone
Overlay:	No overlays
Ward:	Dandenong

1. This application has been brought before the Council because it has received nine (9) objections during the advertising process.
2. Planning Permit PLN17/0106 was issued on 07/08/2017 for the use of the land for the purpose of a Place of Assembly and has been amended three times. The latest amendment is numbered PLA23/0099.
3. The application proposes to amend planning permit PLA23/0099. Specifically, the amendment seeks the following:
4. Amend the address of the subject site to include 13-15 Patrona Street; and
5. Amend the preamble to include a reduction in car parking and display of internally illuminated business identification signage.
6. Amend the plans to show:
 - Expansion into 13-15 Patrona Street
 - Internally Illuminated business identification signage
 - A new verandah
 - Remove the existing fence between 9-11 and 13-15 Patrons Street.
 - Reduce the size of the window on the southern elevation of the building at 13-15 Patrona Street.



7. Amend permit conditions as follows:

- Delete condition 1. Condition 1 required the plans to show a fence between 9-11 and 13-15 Patrons Street, however, this application is proposing to remove the fence;
- Delete condition 2. Condition 2 required plans to be amended to show deletion of the front fence. This has already occurred. Removal of condition 2 will provide clarity as it is no longer relevant;
- Amend condition 3 to increase patron numbers from 75 to 130, and to allow up to 400 patrons during special events; and
- Amend condition 5 to allow for major events (Eid) to commence at 6.30am, major events (Ramadan and Muharram) finish at 10.30pm and recreation activities to finish at 11pm.

8. This report recommends that the amendment be approved, subject to additional conditions.

Objectors Summary

9. 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.

10. Nine (9) objections were received to the application. Issues raised generally relate to matters of:

- Lack of onsite car parking causing overflow parking in the surrounding street network, making it difficult for surrounding industrial uses to operate;
- Patrons illegally parking on neighbouring property, on footpaths, in no standing zones and blocking neighbouring driveways; and
- Young patrons walking through a busy industrial area to access the site (incompatibility of land uses).

Recommendation Summary

11. As assessed, the proposal is consistent with and appropriately responds to the provisions of the Greater Dandenong Planning Scheme. The proposal appropriately responds to strategic policy for commercial/industrial type land uses with this report recommending that the application be supported, and that a Notice of Decision (which provides appeal rights to objectors) to Grant an Amended Permit be issued containing the conditions as set out in the recommendation.



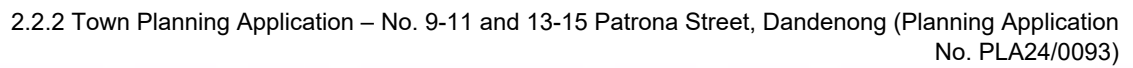
Subject Site and Surrounds

Subject Site

12. The subject site consists of 2 properties: 9-11 Patrona Street and 13-15 Patrona Street.
13. The existing use of the land allowed by planning permit PLA23/0099 applies to 9-11 Patrona Street. This property is rectangular in shape with a north-south orientation, and a total site area of 1,449 square metres. It contains a double storey building to the front of the site and an outbuilding to the rear (north-western corner) of the site, The outbuilding is 10m (w) x 11.2 metres (l) with a total area of 112 square metres. This property contains 24 line marked car parking spaces.
14. This application proposes to extend the use of land for a place of assembly into the property at 13-15 Patrona Street. This property is rectangular in shape with a north-south orientation, and a total site area of 1,449 square metres. It contains two (2) single storey buildings. The eastern building is setback approximately 7 metres from the southern (front) boundary and extends to the rear boundary. The western building is setback approximately 34 metres from the southern (front) boundary. The area not covered by buildings is hardstand. No car parking spaces are line marked.
15. An electrical substation is located in the south western corner of 13-15 Patrona Street
16. There is no vegetation on the site.

Surrounding Area

17. The surrounding uses are characterised by a mixture of industrial and commercial land uses.
18. Building design is as expected for an established industrial and commercial area, with a mixture of brick, cement and cladding buildings with a varied front setback along the street, and car parking located predominantly within the front setback.
19. The site is located approximately 1 kilometre to the Dandenong Central Business District.
20. The industrial estate is serviced by the Princes Highway approximately 100 metres to the south.





Background

Previous Applications

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

- PLN14/0703: Issued on 23/01/2015 for the development of the land for an industrial building at 9-11 Patrona Street. Plans were endorsed to the permit on 06/02/2015.
- PLN17/0106: Issued on 07/08/2017 for the use of the land for the purpose of a Place of Assembly at 9-11 Patrona Street. Plans were endorsed to the permit on the same date. This permit has been amended three times, with the most recent amendment numbered PLA23/0099. Plans were endorsed to the amended permit on the same date.

Proposal

22. The existing place of assembly is currently operated by the Taha Humanity Association of Victoria, providing services (such as language classes, refugee services, cultural and social activities, etc.) to those in need.

23. The application proposes to Amend Planning Permit PLA23/0099 under Section 72 of the Planning and Environment Act 1987, by way of the following:

24. Amend the address of the land:

- **From:** Lot 100 and 101 LP 10380, 9-11 Patrona Street, Dandenong
- **To:** Lot 100 LP 10380, Lot 101 LP 10380, Lot 1 SP032742V, Lot 2 SP032742V, 9-11 and 13-15 Patrona Street, Dandenong

25. Amend what the Permit allows (preamble):

- **From:** “Use of the land for the purpose of a Place of Assembly, including the preparation (embalming) and temporary storage of deceased persons and buildings and works”
- **To:** “Use of the land for the purpose of a Place of Assembly, including the preparation (embalming) and temporary storage of deceased persons, buildings and works, a reduction in car parking requirements and to display internally illuminated business identification signage.”



26. Proposed car parking reduction:

- The application proposes a maximum of 130 people during normal operation, and up to 400 people during special events.
- Pursuant to Clause 52.06 of the Greater Dandenong Planning Scheme, 0.3 car parking spaces are required per patron. Therefore, 39 car parking spaces are required during normal operation hours, and 120 car parking spaces are required during special events.
- The plans show 39 car parking spaces on the subject site. Therefore, the application proposes a reduction in car parking (81 space reduction) during special events.

	Current	Proposed	
		Normal operation	Special events
Patron numbers	75	130	400
Planning Scheme car parking requirement	22	39	120
Proposed car parking	24	39	39
Proposed reduction	0	0	81

27. Amend Endorsed Plans:

- Expansion into 13-15 Patrona Street;
- New internally illuminated business identification signage. The proposed sign is 3.2 metres x 0.64 metres (2.04 square metres). It is located on the southern (front) elevation of the building at 13-15 Patrona Street. The sign is located on the building, 4 metres above ground. The sign contains the text 'Taha Humanity association of Victoria' in green and blue text on a grey background. The sign also contains a logo in blue and green colours;
- A new verandah;
- Remove the existing fence between 9-11 and 13-15 Patrons Street and
- Reduce the size of the window on the southern elevation of the building at 13-15 Patrona Street.

28. Amend permit conditions:

- Delete condition 1. Condition 1 required the plans to show a fence between 9-11 and 13-15 Patrons Street, however, this application is proposing to remove the fence.
- Delete condition 2. Condition 2 required plans to be amended to show deletion of the front fence. This has already occurred. Removal of condition 2 will provide clarity as it is no longer relevant.
- Amend condition 3 to increase patron numbers from 75 to 130, and to allow up to 400 patrons during special events.
- Amend condition 5 to allow commencement at 6.30am on Eid and closing time of 11pm.

29. A copy of the submitted plans is provided in Attachment 1 to this report.



Financial Implications

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

Planning Scheme and Policy Frameworks

31. The applicant has applied for an amendment to Planning Permit PLA23/0099 under Section 72 of the Planning and Environment Act 1987. Pursuant to Section 72(1) a person who is entitled to use or develop land in accordance with a permit may apply to the responsible authority for an amendment to the permit.

Zoning Controls

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

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

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To provide for manufacturing industry, the storage and distribution of goods and associated uses in a manner which does not affect the safety and amenity of local communities.

Overlay Controls

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

State Planning Policy Framework

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

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

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



- 37. **Clause 13.07-1S Land use compatibility** seeks to protect community amenity, human health and safety while facilitating appropriate commercial, industrial, infrastructure or other uses with potential adverse off-site impacts.
- 38. The objective outlined at **Clause 17.01-1** for Business seeks to encourage development which meets the communities' needs for retail, entertainment, office and other commercial services and provides net community benefit in relation to accessibility, efficient infrastructure use and the aggregation and sustainability of commercial facilities.
- 39. **The objective outlined at Clause 17.02-1** for Industrial land development seeks to ensure availability of land for industry.
- 40. **Infrastructure** outlined at **Clause 19** seeks to recognise social needs by providing land for a range of accessible community resources, such as cultural and community support facilities.
- 41. The objective outlined at **Clause 19.02-4S** for Social and **Cultural facilities** seeks to provide fairer distribution of and access to, social and cultural infrastructure.
- 42. **Clause 18.01-1S (Land use and transport planning)** has a strategy to plan urban development to make jobs and community services more accessible by ensuring access is provided to developments in accordance with forecast demand, taking advantage of all available modes of transport and to minimise adverse impacts on existing transport networks and the amenity of surrounding areas.

Local Planning Policy Framework

- 43. The Local Planning Policy Framework (LPPF) includes the Municipal Strategic Statement (MSS) and Local Policies.
- 44. The MSS is contained within Clause 21 of the Scheme.
- 45. The objectives and strategies of the MSS are under four (4) main themes including: land use; built form; open space and natural environment; and, infrastructure and transportation (considered individually under Clauses 21.04 to 21.07). Of particular relevance to this application are Clauses 21.04 – Land Use and 21.05 – Built Form
- 46. **Clause 22.03 Urban Design in Commercial and Industrial areas** is relevant to this application and contains urban design requirements relating to built form, setbacks and landscaping.



Particular Provisions

47. The provisions outlined at **Clause 52.06** for **Car Parking** need to be considered. The purpose of this provision are:

- *To ensure that car parking is provided in accordance with the State Planning Policy Framework and Local Planning Policy Framework.*
- *To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.*
- *To support sustainable transport alternatives to the motor car.*
- *To promote the efficient use of car parking spaces through the consolidation of car parking facilities.*
- *To ensure that car parking does not adversely affect the amenity of the locality.*
- *To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.*

48. Pursuant to **Clause 52.06-2** before:

- *A new use commences; or*
- *The floor area or site area of an existing use is increased; or*
- *An existing use is increased by the measure specified in Column C of Table 1 in Clause 52.06-5 for that use.*
- *The number of car parking spaces required under Clause 52.06-5 must be provided to the satisfaction of the responsible authority.*
- *Pursuant to Clause 52.06-3 a planning permit is required to reduce the number of car parking spaces required under Clause 52.06-5.*
- *Car parking design standards are set out at Clause 52.06-9.*

49. The provisions outlined at **Clause 52.05** for **Signs** need to be considered. The purpose of this provision are:

- *To regulate the development of land for signs and associated structures.*
- *To ensure signs are compatible with the amenity and visual appearance of an area, including the existing or desired future character.*
- *To ensure signs do not contribute to excessive visual clutter or visual disorder.*
- *To ensure that signs do not cause loss of amenity or adversely affect the natural or built environment or the safety, appearance or efficiency of a road.*
- *Pursuant to Clause 52.05-12, a planning permit is required to display an internally illuminated business identification sign exceeding 1.5 square metres.*

General Provisions

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



Restrictive Covenants

51. Covenant 1371829 is recorded on the title to the land. The covenant prohibits excavation or removal of earth, clay, stone, gravel or sand from the land and the use of the land for the manufacturing or wining or bricks tiles or pottery ware.
52. The amended permit sought will not result in a breach of the covenant.

Links to the Community Vision and Council Plan

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

Diversity, Access and Equity

55. 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

56. 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

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

Referrals

58. The application was not required to be referred to any external referral authorities pursuant to section 55 of the *Planning and Environment Act 1987*.
59. The application was internally referred to the following Council departments for their consideration:

Internal Department	Response
Transport	No objection, subject to conditions.
Planning Compliance	No objection, subject to conditions.
Civil	No objection, subject to conditions.

60. The comments provided were considered in the assessment section of the application.



Advertising

61. 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 One (1) sign on site facing Patrona Street.
62. The notification has been carried out correctly. Council has received nine (9) objection(s) to date.

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

Summary of Grounds of Submissions/Objections

63. The objections are summarised below (bold), followed by the Town Planner's Response (italics).

- ***Lack of onsite car parking causing overflow parking in the surrounding street network, making it difficult for surrounding industrial uses to operate.***

The proposal complies with the car parking requirements of the Greater Dandenong Planning Scheme for normal operation (up to 130 patrons). The application is only seeking a reduction in car parking requirements during special events. The special events are:

Ramadan (6pm -11pm)- 400 patrons

Muharram (6pm -11pm)- 400 patrons

Eid (6.30am- 9.30am)- 400 patrons

The reduction in car parking for the special events is considered acceptable given that the Ramadan and Muharram special events are in the evening, after normal business hours when majority of the surrounding businesses are closed. The Eid event is only one day per year, in the early morning hours, finishing by 9.30am. Furthermore, the applicant has submitted a Traffic Report which includes parking surveys showing that there is adequate on street car parking available in the surrounding streets during the evening period when the special events will be held.

The application has been referred to Council's internal Transport Department, who have recommended that prior to a special event taking place, the permit holder must submit an Event Management Plan detailing how they will provide safe access between the subject site and parking areas, (traffic management, safe crossing points, etc), and how they will promote alternative modes of transport (eg, use of buses) to reduce reliance on car usage. It is considered that the limited nature of these events and the requirements from Council's Transport Department will be able to ensure that the increase in patrons for the special events outlined can be managed appropriately.



- **Patrons illegally parking on neighbouring property, on footpaths, in no standing zones and blocking neighbouring driveways.**

Illegal parking is a matter for the Victoria Police and Council's Parking Management team. The application has also been referred to Council's Transport Department, who have provided no objection, subject to conditions requiring an Event Management Plan which will require the permit holder to detail how they will provide safe access between the subject site and parking areas, (traffic management, safe crossing points, etc), and how they will promote alternative modes of transport (eg. use of buses) to reduce reliance on car usage.

- **Young patrons walking through a busy industrial area to access the site (incompatibility of land uses).**

In this instance, it is considered that the proposal will not create safety concerns for young patrons accessing the site given that the site is a standalone site and does not share any areas of common property, common access or common car parking with industrial uses. Furthermore, the surrounding road network includes footpaths on both sides of the roads.

The application has also been referred to Council's Transport Department, who have provided no objection, subject to conditions requiring an Event Management Plan which will require the permit holder to detail how they will provide safe access between the subject site and parking areas, (traffic management, safe crossing points, etc), and how they will promote alternative modes of transport (eg. use of buses) to reduce reliance on car usage.

Assessment

64. The proposed amendments have been assessed against the relevant provisions of the Greater Dandenong Planning Scheme, including the purpose and intent of the Industrial 1 Zone. Council officers find that the proposal is acceptable and would not result in any impact to the amenity of adjoining or surrounding land.

65. An assessment against each of the proposed changes is provided below.

Use

Expansion into 13-15 Patrona Street

66. The expansion of the use of land for a place of assembly into the neighbouring site at 13-15 Patrona Street is considered acceptable given the location of the site, its zoning, and the surrounding land uses. The expansion will support the ongoing use of the land as a social and cultural facility, consistent with Clause 19.02-4S of the Greater Dandenong Planning Scheme. The proposal provides adequate car parking, which is further discussed below. Furthermore, given that the proposal will utilise existing buildings, it is considered that the proposed use will not prejudice the land from being used as Industry or Warehouse again in the future. Therefore, the proposal will not have an appreciable impact on the supply of either existing or future land available to be developed for industrial uses within the municipality.

67. The current operation hours are 8am-10pm. The application is seeking to increase the closing time until 11pm (a difference of one (1) hour in the evening). The application also proposes to commence the special event on Eid at 6.30am. The additional hours of operation are considered acceptable in the context given the increase in the operation hours are in the evenings when many of the surrounding uses are not in operation, the site is in an Industrial 1 Zone and the use is located a significant distance from any residential area or sensitive uses.



68. In addition, given the industrial zoning of the land and its location a significant distance from residential land, it is not considered that the expansion of the use and increase in patron numbers would cause offsite amenity impacts by way of noise. Furthermore, the application includes an acoustic report demonstrating that the noise levels will not exceed relevant noise criteria.

Patron numbers and Car-Parking

69. The application proposes a maximum of 130 people during normal operation, and up to 400 people during special events.

70. Pursuant to Clause 52.06 of the Greater Dandenong Planning Scheme, 0.3 car parking spaces are required per patron. Therefore, 39 car parking spaces are required during normal operation, and 120 car parking spaces are required during special events.

71. The plans show 39 car parking spaces on the subject site. Therefore, the application proposes a reduction in car parking (81 space reduction) during special events only as identified in red in the table below.

	Current	Proposed	
		Normal operation	Special events
Patron numbers	75	130	400
Planning Scheme car parking requirement	22	39	120
Proposed car parking	24	39	39
Proposed reduction	0	0	81

72. The special events are:

- Ramadan (6pm -11pm);
- Muharram (6pm -11pm); and
- Eid (6.30am- 9.30am) - One day per year.

73. The reduction in car parking for the special events is considered acceptable given that the Ramadan and Muharram special events are in the evening, after normal business hours when majority of the surrounding businesses are closed. The Eid event is only one day per year, in the early morning hours, finishing by 9.30am.

74. The applicant has submitted a Traffic Report which includes parking surveys showing that there is adequate on street car parking available in the surrounding streets.

75. The application has been referred to Council's internal Transport Department, who have recommended that prior to a special event taking place, the permit holder must submit an Event Management Plan detailing how they will provide safe access between the subject site and parking areas, (traffic management, safe crossing points, etc), and how they will promote alternative modes of transport (eg, use of buses) to reduce reliance on car usage.



Development

76. The proposed buildings and works include alteration to a window, construction of a verandah and removal of a fence. All other works are internal to the buildings. The proposed buildings and works are minor in terms of the existing development on the site. The alteration of the window on the southern façade will not impact on the overall presentation of the building to Patrona Street and the proposed verandah is well setback from all property boundaries. The removal of the fence between 9-11 and 13-15 Patrona Street is considered reasonable given both sites will be utilised by the same organisation for the same use.

Signage

Internally Illuminated business identification signage.

77. The proposed sign is considered respectful of the surrounding signage character of the area. The sign is commensurate in scale with the building it is located upon and only one sign is proposed. The sign is attached to the building façade and does not protrude above the roofline of the building. Therefore, it is considered that the proposed sign will not impact on views or vistas and will not dominate the streetscape.
78. The site is located a significant distance from any residential or sensitive uses, therefore, it is not considered that the illumination of the sign will impact on amenity of sensitive land uses. Permit conditions can ensure the sign is only illuminated during operating hours.



Conclusion

79. Overall Council officers find that the proposal complies with the relevant provisions of the Planning Scheme with the following recommendations outlined below.

80. It is recommended that the following amendments to the permit be made:

Permit detail	Recommendation
Permit address	Amend to: <i>Lot 100 LP 10380, Lot 101 LP 10380, Lot 1 SP032742V, Lot 2 SP032742V, 9-11 and 13-15 Patrona Street, Dandenong</i>
Permit preamble	Amend to: <i>Use of the land for the purpose of a Place of Assembly, including the preparation (embalming) and temporary storage of deceased persons, buildings and works, a reduction in car parking requirements and to display internally illuminated business identification signage.</i>
Amended Endorsed Plans	Amend endorsed plans to show: <ul style="list-style-type: none"> • Expansion into 13-15 Patrona Street • Internally Illuminated business identification signage • A new verandah • Remove the existing fence between 9-11 and 13-15 Patrons Street. • Reduce the size of the window on the southern elevation of the building at 13-15 Patrona Street.
Delete condition 1 and 2 and replace with the words 'deleted'.	Condition 1: <i>Deleted</i> Condition 2: <i>Deleted</i>
Amend condition 3 to allow an increase in patron numbers	Condition 3: <i>No more than one hundred and thirty (130) persons shall be permitted on the site at any time, except for during special events as listed below. No more than four hundred (400) persons shall be permitted on the site during the following special events;</i> <ul style="list-style-type: none"> o <i>Ramadan (6pm -11pm)</i> o <i>Muharram (6pm -11pm)</i> o <i>Eid (6.30am- 9.30am)</i>
Amed condition 4 to correct clerical error.	Condition 4: <i>The maximum number of persons permitted to attend the use of the land for the viewing of bodies, at any one time, must comply with Condition 3 of this permit, unless with the written consent of the Responsible Authority.</i>
Amend condition 5 to allow an increase in operating hours	Condition 5: <i>The use must only operate during the following hours:</i> <ul style="list-style-type: none"> o <i>Monday to Sunday – 8am to 11pm, except on Eid, when the use may commence at 6.30am.</i> <i>Unless with the further written consent of the Responsible Authority.</i>
Add conditions as 7-14, and renumber	<ul style="list-style-type: none"> • <i>Prior to the use commencing, all parking areas and accessways must be:</i> <ul style="list-style-type: none"> o <i>constructed and available for use in accordance with the plan approved by the responsible authority;</i>



subsequent conditions	<ul style="list-style-type: none">o <i>formed to such levels and drained so that they can be used in accordance with the plan; and</i>o <i>line-marked or provided with some other adequate means of showing the car parking spaces</i> <ul style="list-style-type: none">• <i>The car parking provided on the land must always be kept available for its intended purpose at all times. No measures must be taken to restrict access to the car park.</i>• <i>The car parking area must be lit if in use during the hours of darkness and all lights must be designed and fitted with suitable baffles. The lighting must be positioned to prevent any adverse effect on adjoining land and must not be considered excessive for the area, all to the satisfaction of the Responsible Authority.</i>• <i>Prior to any special events taking place, an Event Management Plan to the satisfaction of the Responsible Authority must be provided and detail:</i><ul style="list-style-type: none">o <i>Approach to parking, including:</i><ul style="list-style-type: none">▪ <i>Recommending appropriate places to park</i>▪ <i>Safe access between the event site and parking areas (potentially including traffic management to provide safe crossing points on roads).</i>▪ <i>Marketing and promotion of other modes of transport (buses etc.)</i>o <i>Approach to security.</i>• <i>The location, type and dimensions of the sign(s), including the words, colours and supporting structure shown on the endorsed plan/s must not be altered without the consent of the Responsible Authority.</i>• <i>The approved sign(s) must not be animated in part or whole and flashing, intermittent or moving light/s must not be displayed.</i>• <i>The intensity of the light in the advertising signage permitted must be limited to the satisfaction of the Responsible Authority, so as not to cause distraction to motorists in an adjoining street or loss of amenity in the surrounding area.</i>• <i>The sign may only be illuminated during opening hours of the permitted use.</i>
Amend condition 34 (previously condition 26) to reflect the current permit	<p>Condition 34 (previously condition 26):</p> <p><i>This permit will expire if:</i></p> <ul style="list-style-type: none">o <i>The use does not start within two (2) years of the date of this permit, or,</i>o <i>The use is discontinued for a period of two (2) years.</i>o <i>The development as approved by this amended permit PLA24/0093 does not commence within two (2) years of the date of this amended permit PLA24/0093, or</i>



	<p>o <i>The development as approved by this amended permit PLA24/0093 is not complete within four (4) years of the date of this amended permit PLA24/0093.</i></p> <p><i>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.</i></p> <p><i>Once the development has commenced the owner or occupier of the land may in writing request the Responsible Authority to extend the expiry date within twelve (12) months of the lapse date.</i></p>
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Officer Recommendation

That Council resolves to issue a Notice of Decision to grant an amended permit in respect of the land known and described as 9-11 and 13-15 Patrona Street, Dandenong (Lot 100 LP 10380, Lot 101 LP 10380, Lot 1 SP032742V, Lot 2 SP032742V), for the purpose of the use of the land for the purpose of a Place of Assembly, including the preparation (embalming) and temporary storage of deceased persons, buildings and works, a reduction in car parking requirements and to display internally illuminated business identification signage. 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 33.01-1	Use of the land for a Place for Assembly including the preparation (embalming) and temporary storage of deceased persons
Clause 33.01-4	Buildings and Works
Clause 52.06-3	Reduction in Car Parking
Clause 52.05-12	Display internally illuminated business identification signage

Date of issue of amendment	Brief description of amendment	Name of responsible authority that approved the amendment	Section of the Act under which the permit has been amended
Application reference no. PLA24/0093			
	Amendment to permit preamble (a reduction in car parking and illuminated business identification signage) and endorsed plans	City of Greater Dandenong	Section 75 [objectors]

Conditions:

1. Deleted
2. Deleted.
3. No more than one hundred and thirty (130) persons shall be permitted on the site at any time, except for during special events as listed below. No more than four hundred (400) persons shall be permitted on the site during the following special events;
 - a. Ramadan (6pm -11pm)
 - b. Muharram (6pm -11pm)
 - c. Eid (6.30am- 9.30am)



4. The maximum number of persons permitted to attend the use of the land for the viewing of bodies, at any one time, must comply with Condition 3 of this permit, unless with the written consent of the Responsible Authority.
5. The use must only operate during the following hours:
 - Monday to Sunday – 8am to 11pm, except on Eid, when the use may commence at 6.30am.
6. Unless with the further written consent of the Responsible Authority.
7. Before the use of the land commences, areas set aside for parked vehicles and access lanes as shown on the endorsed plans must be line-marked to indicate each car space and all access lanes. Parking areas and access lanes must be kept available for these purposes at all times, to the satisfaction of the Responsible Authority.
8. Prior to the use commencing, all parking areas and accessways must be:
 - constructed and available for use in accordance with the plan approved by the responsible authority;
 - formed to such levels and drained so that they can be used in accordance with the plan; and
 - line-marked or provided with some other adequate means of showing the car parking spaces.
9. The car parking provided on the land must always be kept available for its intended purpose at all times. No measures must be taken to restrict access to the car park.
10. The car parking area must be lit if in use during the hours of darkness and all lights must be designed and fitted with suitable baffles. The lighting must be positioned to prevent any adverse effect on adjoining land and must not be considered excessive for the area, all to the satisfaction of the Responsible Authority.
11. Prior to any special events taking place, an Event Management Plan to the satisfaction of the Responsible Authority must be provided and detail:
12. Approach to parking, including:
 - 12.1 Recommending appropriate places to park;
 - 12.2 Safe access between the event site and parking areas (potentially including traffic management to provide safe crossing points on roads);
 - 12.3 Marketing and promotion of other modes of transport (buses etc.); and
 - 12.4 Approach to security.
13. The location, type and dimensions of the sign(s), including the words, colours and supporting structure shown on the endorsed plan/s must not be altered without the consent of the Responsible Authority.
14. The approved sign(s) must not be animated in part or whole and flashing, intermittent or moving light/s must not be displayed.



- 15. The intensity of the light in the advertising signage permitted must be limited to the satisfaction of the Responsible Authority, so as not to cause distraction to motorists in an adjoining street or loss of amenity in the surrounding area.**
 - 16. The sign may only be illuminated during opening hours of the permitted use.**
 - 17. Goods, materials, equipment and the like associated with the use of the land must not be displayed or stored outside of the building in view of the public.**
 - 18. The amenity of the area must not be detrimentally affected by the use or development on the land, through the:**
 - 18.1 Transport of materials, goods or commodities to and from the land;**
 - 18.2 Appearance of any buildings and works;**
 - 18.3 Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil; and**
 - 18.4 Activities of persons to and from the site.**

All to the satisfaction of the Responsible Authority.
 - 19. No external public address system shall be installed or otherwise operated on the site, unless with the further written consent of the Responsible Authority.**
 - 20. Bins or other receptacles for any form of rubbish or refuse must not be placed or allowed to remain in view of the public and offensive smell must not be emitted from any such receptacle.**
 - 21. The site shall be kept in a neat and tidy condition at all times, all to the satisfaction of Responsible Authority.**
 - 22. With the exception of viewing of bodies only, no funeral services, memorials, or any other similar activity such as services/activities which include the accompaniment of the deceased person and/or the inclusion of a funeral cortege shall be conducted on or from the site.**
 - 23. There must be no more than two (2) deceased persons stored on site at any time and such deceased persons must be stored within the cool room at all times.**
 - 24. No deceased persons must be stored on the site for longer than five (5) days after embalming occurs.**
 - 25. The loading and unloading of deceased persons must be carried out entirely within the outbuilding and in a manner so as not to be seen from outside the building, all to the satisfaction of the Responsible Authority.**
 - 26. The management of waste must be in accordance with the Environmental Protection Authority Clinical and Related Waste – Operational Guidance guideline.**
 - 27. All waste 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.**
 - 28. The operator of the facility must provide biological bins for containment of solid waste.**
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- 29. Provision must be made for the drainage for proposed development including landscaped and paved areas, all to the satisfaction of the Responsible Authority.**
- 30. The connection of the internal drainage infrastructure to the Legal Point of Discharge (LPD) must be to the satisfaction of the Responsible Authority.**
- 31. Collected stormwater must be retained onsite and discharged into the drainage system at pre development peak discharge rates as stated in the Legal Point of Discharge (LPD) approval letter. Approval of drainage plan including any retention system within the property boundary is required.**
- 32. Access to the site and any associated roadwork must be constructed, all to the satisfaction of the Responsible Authority.**
- 33. Standard concrete vehicular crossing/s must be constructed to suit the proposed driveway/s in accordance with the Council's standard specifications. Any vehicle crossing/s no longer required must be removed and the land, footpath and kerb and channel reinstated, and the nature strip sown with grass, all to the satisfaction of the Responsible Authority. The developer will need to obtain a Vehicle Crossing Permit from Council.**
- 34. The two (2) car spaces at the front of the site (Car Spaces No. 21 and 22) must be provided with a signpost stating, "Small cars only" or equivalent.**
- 35. Prior to the commencement of the development, the street trees adjacent to the site must have a Tree Protection Zone (TPZ) fence installed to the satisfaction of the Responsible Authority. All TPZ activities must meet the following requirements:**
 - 35.1 Tree Protection Zone fence must be installed prior to the commencement of any demolition, excavation, delivery of building/construction materials, temporary buildings and construction;**
 - 35.2 The TPZ fence shall not be removed until such works have been fully completed;**
 - 35.3 The TPZ fence must extend to the Tree Protection Zone as, calculated as being a radius of 12 times the Diameter at Breast Height (DBH –measured at 1.4 metres above ground level as defined by the Australian Standard AS 4970.2009) or as close as practically possible without blocking footpaths, roads or existing driveways;**
 - 35.4 If works are shown on any endorsed plans of this permit within the calculated TPZ, the Tree Protection Fencing must be taken in only the minimum amount necessary to allow the works to be completed; and**
 - 35.5 Areas within the TPZ must not be used:**
 - a. for vehicular or pedestrian access, no trenching or soil excavation is to occur.**
 - b. for storage or dumping of tools, equipment, materials or waste disposal.**
 - c. for storage of any vehicles, machinery, equipment or other materials.**



36. This permit will expire if:

36.1 The use does not start within two (2) years of the date of this permit, or

36.2 The use is discontinued for a period of two (2) years;

or

36.3 The development as approved by this amended permit PLA24/0093 does not commence within two (2) years of the date of this amended permit PLA24/0093,

or

36.4 The development as approved by this amended permit PLA24/0093 is not complete within four (4) years of the date of this amended permit PLA24/0093.

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.

Once the development has commenced the owner or occupier of the land may in writing request the Responsible Authority to extend the expiry date within twelve (12) months of the lapse date.

End of Permit Conditions.

Permit notes:

- **Except where no permit is required under the provisions of the Planning Scheme, no sign, flashing or intermittent lights, bunting or advertising device may be erected or displayed on the land without the permission of the Responsible Authority.**
- **Prior to the erection of any advertising signs on the land, consultation should be made with officers of the Town Planning Department to determine the relevant Planning Scheme Controls.**
- **Prior to works commencing the developer will need to obtain an Asset Protection Permit from Council.**
- **The applicant is advised to contact South East Water, as a Trade Waste Agreement as required.**
- **A building approval may be required prior to the commencement of the approved works. This planning permit does not imply approval under the Building Regulations 2018 or the Building Act 1993.**
- **Any works undertaken within the road reservation and easements will require the developer to obtain a Civil Works Permit from Council.**
- **Note: An amendment does not extend the validity of this permit. The expiry of this permit is based on the original issue date shown at the bottom of this permit, not the date this permit was amended.**
- **Under Division 1A of Part 4 of the Planning and Environment Act 1987 a permit may be amended. Please check with the responsible authority that this permit is the current permit and can be acted upon.**



MINUTE No.254

Moved by: Cr Loi Truong

Seconded by: Cr Phillip Danh

That Cr Jim Memeti be granted an extension of time of two (2) minutes to speak in support of the item.

CARRIED 9 / 0

MINUTE No.255

Moved by: Cr Rhonda Garad

Seconded by: Cr Loi Truong

That Cr Bob Milkovic granted an extension of time of two (2) minutes to speak in support of the item.

CARRIED 9 / 0

MINUTE No.256

Moved by: Cr Jim Memeti

Seconded by: Cr Phillip Danh

That Council resolves to issue a Notice of Decision to grant an amended permit in respect of the land known and described as 9-11 and 13-15 Patrona Street, Dandenong (Lot 100 LP 10380, Lot 101 LP 10380, Lot 1 SP032742V, Lot 2 SP032742V), for the purpose of the use of the land for the purpose of a Place of Assembly, including the preparation (embalming) and temporary storage of deceased persons, buildings and works, a reduction in car parking requirements and to display internally illuminated business identification signage. 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 33.01-1	Use of the land for a Place for Assembly including the preparation (embalming) and temporary storage of deceased persons
Clause 33.01-4	Buildings and Works
Clause 52.06-3	Reduction in Car Parking
Clause 52.05-12	Display internally illuminated business identification signage



Date of issue of amendment	Brief description of amendment	Name of responsible authority that approved the amendment	Section of the Act under which the permit has been amended
Application reference no. PLA24/0093			
	Amendment to permit preamble (a reduction in car parking and illuminated business identification signage) and endorsed plans	City of Greater Dandenong	Section 75 [objectors]

Conditions:

1. Deleted
2. Deleted.
3. No more than one hundred and thirty (130) persons shall be permitted on the site at any time, except for during special events as listed below. No more than four hundred (400) persons shall be permitted on the site during the following special events;
 - a. Ramadan (6pm -11pm)
 - b. Muharram (6pm -11pm)
 - c. Eid (6.30am- 9.30am)
4. The maximum number of persons permitted to attend the use of the land for the viewing of bodies, at any one time, must comply with Condition 3 of this permit, unless with the written consent of the Responsible Authority.
5. The use must only operate during the following hours:
 - Monday to Sunday – 8am to 11pm, except on Eid, when the use may commence at 6.30am.
6. Unless with the further written consent of the Responsible Authority.
7. Before the use of the land commences, areas set aside for parked vehicles and access lanes as shown on the endorsed plans must be line-marked to indicate each car space and all access lanes. Parking areas and access lanes must be kept available for these purposes at all times, to the satisfaction of the Responsible Authority.



- 8. Prior to the use commencing, all parking areas and accessways must be:**
 - constructed and available for use in accordance with the plan approved by the responsible authority;
 - formed to such levels and drained so that they can be used in accordance with the plan; and
 - line-marked or provided with some other adequate means of showing the car parking spaces.
- 9. The car parking provided on the land must always be kept available for its intended purpose at all times. No measures must be taken to restrict access to the car park.**
- 10. The car parking area must be lit if in use during the hours of darkness and all lights must be designed and fitted with suitable baffles. The lighting must be positioned to prevent any adverse effect on adjoining land and must not be considered excessive for the area, all to the satisfaction of the Responsible Authority.**
- 11. Prior to any special events taking place, an Event Management Plan to the satisfaction of the Responsible Authority must be provided and detail:**
- 12. Approach to parking, including:**
 - 12.1 Recommending appropriate places to park;**
 - 12.2 Safe access between the event site and parking areas (potentially including traffic management to provide safe crossing points on roads);**
 - 12.3 Marketing and promotion of other modes of transport (buses etc.); and**
 - 12.4 Approach to security.**
- 13. The location, type and dimensions of the sign(s), including the words, colours and supporting structure shown on the endorsed plan/s must not be altered without the consent of the Responsible Authority.**
- 14. The approved sign(s) must not be animated in part or whole and flashing, intermittent or moving light/s must not be displayed.**
- 15. The intensity of the light in the advertising signage permitted must be limited to the satisfaction of the Responsible Authority, so as not to cause distraction to motorists in an adjoining street or loss of amenity in the surrounding area.**
- 16. The sign may only be illuminated during opening hours of the permitted use.**
- 17. Goods, materials, equipment and the like associated with the use of the land must not be displayed or stored outside of the building in view of the public.**



18. The amenity of the area must not be detrimentally affected by the use or development on the land, through the:

- 18.1 Transport of materials, goods or commodities to and from the land;**
- 18.2 Appearance of any buildings and works;**
- 18.3 Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil; and**
- 18.4 Activities of persons to and from the site.**

All to the satisfaction of the Responsible Authority.

19. No external public address system shall be installed or otherwise operated on the site, unless with the further written consent of the Responsible Authority.

20. Bins or other receptacles for any form of rubbish or refuse must not be placed or allowed to remain in view of the public and offensive smell must not be emitted from any such receptacle.

21. The site shall be kept in a neat and tidy condition at all times, all to the satisfaction of Responsible Authority.

22. With the exception of viewing of bodies only, no funeral services, memorials, or any other similar activity such as services/activities which include the accompaniment of the deceased person and/or the inclusion of a funeral cortege shall be conducted on or from the site.

23. There must be no more than two (2) deceased persons stored on site at any time and such deceased persons must be stored within the cool room at all times.

24. No deceased persons must be stored on the site for longer than five (5) days after embalming occurs.

25. The loading and unloading of deceased persons must be carried out entirely within the outbuilding and in a manner so as not to be seen from outside the building, all to the satisfaction of the Responsible Authority.

26. The management of waste must be in accordance with the Environmental Protection Authority Clinical and Related Waste – Operational Guidance guideline.

27. All waste 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.

28. The operator of the facility must provide biological bins for containment of solid waste.

29. Provision must be made for the drainage for proposed development including landscaped and paved areas, all to the satisfaction of the Responsible Authority.

30. The connection of the internal drainage infrastructure to the Legal Point of Discharge (LPD) must be to the satisfaction of the Responsible Authority.

31. Collected stormwater must be retained onsite and discharged into the drainage system at pre development peak discharge rates as stated in the Legal Point of Discharge (LPD)



approval letter. Approval of drainage plan including any retention system within the property boundary is required.

- 32. Access to the site and any associated roadwork must be constructed, all to the satisfaction of the Responsible Authority.**
- 33. Standard concrete vehicular crossing/s must be constructed to suit the proposed driveway/s in accordance with the Council's standard specifications. Any vehicle crossing/s no longer required must be removed and the land, footpath and kerb and channel reinstated, and the nature strip sown with grass, all to the satisfaction of the Responsible Authority. The developer will need to obtain a Vehicle Crossing Permit from Council.**
- 34. The two (2) car spaces at the front of the site (Car Spaces No. 21 and 22) must be provided with a signpost stating, "Small cars only" or equivalent.**
- 35. Prior to the commencement of the development, the street trees adjacent to the site must have a Tree Protection Zone (TPZ) fence installed to the satisfaction of the Responsible Authority. All TPZ activities must meet the following requirements:**
 - 35.1 Tree Protection Zone fence must be installed prior to the commencement of any demolition, excavation, delivery of building/construction materials, temporary buildings and construction;**
 - 35.2 The TPZ fence shall not be removed until such works have been fully completed;**
 - 35.3 The TPZ fence must extend to the Tree Protection Zone as, calculated as being a radius of 12 times the Diameter at Breast Height (DBH –measured at 1.4 metres above ground level as defined by the Australian Standard AS 4970.2009) or as close as practically possible without blocking footpaths, roads or existing driveways;**
 - 35.4 If works are shown on any endorsed plans of this permit within the calculated TPZ, the Tree Protection Fencing must be taken in only the minimum amount necessary to allow the works to be completed; and**
 - 35.5 Areas within the TPZ must not be used:**
 - a. for vehicular or pedestrian access, no trenching or soil excavation is to occur.**
 - b. for storage or dumping of tools, equipment, materials or waste disposal.**
 - c. for storage of any vehicles, machinery, equipment or other materials.**



36. This permit will expire if:

- 36.1 The use does not start within two (2) years of the date of this permit, or**
- 36.2 The use is discontinued for a period of two (2) years;**
- or**
- 36.3 The development as approved by this amended permit PLA24/0093 does not commence within two (2) years of the date of this amended permit PLA24/0093,**
- or**
- 36.4 The development as approved by this amended permit PLA24/0093 is not complete within four (4) years of the date of this amended permit PLA24/0093.**

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.

Once the development has commenced the owner or occupier of the land may in writing request the Responsible Authority to extend the expiry date within twelve (12) months of the lapse date.

End of Permit Conditions.

Permit notes:

- Except where no permit is required under the provisions of the Planning Scheme, no sign, flashing or intermittent lights, bunting or advertising device may be erected or displayed on the land without the permission of the Responsible Authority.**
- Prior to the erection of any advertising signs on the land, consultation should be made with officers of the Town Planning Department to determine the relevant Planning Scheme Controls.**
- Prior to works commencing the developer will need to obtain an Asset Protection Permit from Council.**
- The applicant is advised to contact South East Water, as a Trade Waste Agreement as required.**
- A building approval may be required prior to the commencement of the approved works. This planning permit does not imply approval under the Building Regulations 2018 or the Building Act 1993.**
- Any works undertaken within the road reservation and easements will require the developer to obtain a Civil Works Permit from Council.**
- Note: An amendment does not extend the validity of this permit. The expiry of this permit is based on the original issue date shown at the bottom of this permit, not the date this permit was amended.**
- Under Division 1A of Part 4 of the Planning and Environment Act 1987 a permit may be amended. Please check with the responsible authority that this permit is the current permit and can be acted upon.**

CARRIED 8 / 1

For - Cr Phillip Danh, Cr Rhonda Garad, Cr Alice Phuong Le, Cr Jim Memeti, Cr Sean O'Reilly, Cr Sophie Tan, Cr Loi Truong and Cr Melinda Yim



Against - Cr Bob Milkovic

MINUTE No.257

Moved by: Cr Jim Memeti

Seconded by: Cr Rhonda Garad

That the Council adjourn the meeting for five minutes to allow members of the public to leave the Chamber

CARRIED 9 / 0

The Meeting adjourned at 7.33pm and resumed at 7.41pm



3 PUBLIC QUESTION TIME

Question

Minh, Noble Park

Sandown raceway is too noisy, I can hear it from my house, and I live 2 kilometres away. My family has suffered and been impacted by the loud noise each weekend.

Can the Council make the decision to shut down the racecourse, instead look at building houses for those who need it within the community?

Response

Sanjay Manivasagasivam, Executive Director City Futures

The decision to develop housing on this site does not rest with Council, as the land is privately owned. It is up to the Melbourne Racing Club (MRC) to determine whether they wish to pursue residential development. Should MRC choose to proceed, Council would then work collaboratively with them through the appropriate planning processes.

Regarding racing activities, there are multiple permits in place that allow the land to be used for various racing purposes. These permits include provisions for major motor racing events, which permit higher noise levels. Such events are restricted to a limited number of weekends each year, typically between two and five meetings.

Question

John Kakavas, Noble Park

Over the years I have lodged a number of complaints about the volume of noise from the car racing, which is virtually incessant throughout the day. Alas to no avail. I reside approximately two kilometres from the grounds, yet am unable to escape the noise, even with doors and windows closed. The volume over the weekend 15-16 November 2025 was horrific, reaching banshee-like pitch and levels. The only escape was turning music on at high volume, to the point of being painful.

Does the council's executive plan to take any effective remedy, or is it waiting for the VRC to sell the site to developers?

I have audio recordings available should they be required.

Response

Sanjay Manivasagasivam, Executive Director City Futures

There is numerous planning permits issued for the land which permit various types of motor vehicle racing, training and recreational activities. These permits when read collectively allow use of the raceway on weekdays & weekends throughout the year. Major motor vehicle racing events which allow higher noise emissions are limited to 5 weekend meetings per year.

MRC are required to test vehicles on the land during any motor racing event and periodic inspections by Council Officers have been undertaken to ensure that this continues to occur. It is process that MRC evict any vehicles which do not comply, and records have been produced upon request to show that this occurs.

The site is privately owned and when this will be redeveloped is under the control of the MRC and not Council.



Question

Gaye Guest, Keysborough

Are Council IT staff aware of the ongoing difficulties in accessing the Council webinars at the moment, and why is this happening?

Residents have had to deal with gremlins in the works — finding it difficult to log on to the meeting to begin with, audio issues because of the microphone system and Councillors not using them properly, plus the incident where there was outside interference and voices, and the recording was stopped unceremoniously or the meeting was unable to be viewed at all.

Does the webinar system/server need to be overhauled to iron out all these recording problems so we have absolute faith that we can watch the Council meeting unimpeded?

Response

Yuri Guzman, Chief Customer and Information Officer

We experienced one technical disruption a few months ago, during which the stream and recording did not work. A few weeks ago, the stream functioned as usual; however, we briefly removed the recording to edit out a screenshot before re-posting it. Otherwise, we are unaware of the difficulties you mentioned and have not received similar feedback from other community members. Many of our staff watch the stream live, providing a monitoring mechanism, and they alert us quickly if any issues arise. Nevertheless, I encourage you to reach out to me if you have any other specific enquiries.

Question

Asghar, Narre Warren

Can the council help with creating a two hour parking zone, we are having cars parked for months. What approach do we need to take as neighbours?

Response

Sanjay Manivasagasivam, Executive Director City Futures

Council officers are aware of business concerns relating to unregistered and abandoned vehicles.

These should be reported to Council for enforcement, as restrictions typically do not assist in these cases. Council officers would also be happy to discuss restrictions with businesses in this area. Any restrictions would only be installed following consultation with all affected businesses and if a clear majority of responding businesses supported the change.

Question

Ali, Dandenong

I have two factories in Patrona Street, and we are annoyed by the cars that have been parked on the street for months. Can the council consider making a two-hour permit zone?
This will help the businesses during working hours.

Response

Sanjay Manivasagasivam, Executive Director City Futures

As discussed in response to the previous question, officers would be happy to discuss this matter further with businesses.



Question

Thelma Wakelam, Devon Meadows

Has Dandenong council ceased to represent the ratepayers by no longer providing a councillor representative at the Community Reference Group? A councillor represents the community. These meetings are 4 per year, the final one being a combined Hallam Rd tip and Taylors Rd tip bus tour in November. Although Hallam Rd falls into the City of Casey location, it is bordered by Dandenong residents. Both landfills are operated by Veolia, and in the case of Hallam Rd has recently received a \$1 million dollar fine for breaches through the Supreme Court.

Lyndhurst is the only landfill in Victoria licenced to accept all the higher category of hazardous waste (Prescribed Industrial Waste PIW) for all Victoria. For this reason, the landfill is of State significance but is situated close to where many thousands of people live and work around Dandenong South region.

In 2025 this facility would never be approved to operate as it cannot meet best practice guidelines for buffer zones. By not being involved at the meetings councillors are not carrying out their responsibilities through diminishing oversight of public health and wellbeing as per the Public Health and Wellbeing Act 2008.

Would Council please explain the justification behind the decision to formally cease Councillor representation on the Community Reference Group (CRG) at Taylors Rd and will council reconsider their decision?

Response

Sanjay Manivasagasivam, Executive Director City Futures

In the past, this group has been highly engaged around strategic land use. The focus of this group the Council moved recently to a more operational focus.

The issues that arise tend to be around road use, signage and other operational matters. For this reason, it has been more useful to have a senior council officer attend, rather than a councillor.

We are still strongly committed to keeping open channels of communication between local stakeholders, council and the operator.

Question

Thelma Wakelam, Devon Meadows

Councillor Jim Memeti put forward a motion at Council many years ago which committed the council to the landfills 'earliest possible closure' Would council please report on the progress/status of the 35% Prescribed Industrial Waste to putrescible waste allowable in the tips licence over the life of the landfill? Would Council also undertake to provide a report on the status of the overall post closure contour plan design of the landfill?

There is also concern the operators Veolia will be successful in applying for the last unmade Cell 21 to be used as a toxic waste cell instead of general waste, whereby the 35% ratio will be impossible to maintain. State government may override the EPA and grant approval further extending the life of the landfill.

In what manner is Dandenong Council actively advocating for the above best outcomes and 'earliest possible closure' of the landfill and demonstrating concern for public health and welfare for the community and workers of the region?



Response

Sanjay Manivasagasivam, Executive Director City Futures

The council has advocated for the earliest possible closure of the Taylors Road landfill for many years and continues to do so.

This includes on-going discussions with the state government, and by objecting to the planning applications submitted by the operator over recent years that have sought to increase the variety of activities occurring on the site, and as a result extend the life of the landfill.

In these objections, Council has highlighted that these proposed new activities will have the effect of extending the life of the landfill, contrary to the position of Council.

Comment

Jacqui Weatherill, Chief Executive Officer

A final question has been raised by Thelma regarding Council's withdrawal of its membership from SECCCA and SECBN. This matter was addressed at a previous Council meeting, and I refer you to the Minutes of the meeting held on 14 April 2025. We will arrange a response to Thelma.

A question has been received online from Phillip Lamaro, this question has been addressed directly with the CEO and will not be read tonight.



4 OFFICERS REPORTS - PART 2

4.1 POLICY AND STRATEGY

4.1.1 Councillor Conflict of Interest Policy

This item was previously presented at the Council Meeting held on 10 November 2025 so that further clarification could be sought. Further information has been added and it is now tabled again for Council's consideration.

Responsible Officer:	Manager Governance, Legal & Risk Executive Manager Strategy Growth & Advocacy
Attachments:	1. Draft Councillor Conflict of Interest Policy November 2025 Final [4.1.1.1 - 13 pages]

Officer Recommendation

That Council **APPROVES** the Councillor Conflict of Interest Policy (attached).

Executive Summary

1. Recognising and disclosing conflicts of interest are vital to ensure transparency and accountability in Local Government.
2. Sections 127-136 of the *Local Government Act 2020 (the Act)* addresses conflicts of interest. The Local Government Inspectorate considers it industry best practice for Councils to adopt a Conflict of Interest Policy.
3. The Conflict of Interest Policy has been developed to assist Councillors to identify and manage actual or perceived conflicts of interests and follow the processes Council has in place to meet the legislative reporting requirements under *the Act* and Council's Governance Rules.
4. The policy provides clear objectives for Councillors to demonstrate ethical behaviour, good governance, transparency and supports compliance under *the Act* and relevant Regulations.
5. The Policy was endorsed by the Audit and Risk Committee on 12 September 2025

Background

6. *The Act* promotes transparency in Council operations, including decision-making processes and sets out the requirements for disclosing and reporting conflicts of interest, ensuring that Council fulfils its obligations to its stakeholders fairly, ethically and in the best interest of the community.
7. It is a personal judgement and decision of each Councillor to assess their own circumstances and determine if a conflict of interest exists and to disclose a potential and perceived conflict of interest.
8. The Local Government Inspectorate deems it best practice for all Victorian Council's to implement a Conflict of Interest Policy.



Key Issues and Discussion

9. The Councillor Conflict of Interest Policy provides a framework for identifying, managing and disclosing potential and perceived conflicts of interest ensuring that Councillors private interests do not compromise their public duties.
10. This Policy has been developed to assist Councillors to declare and manage potential and perceived conflicts appropriately and in accordance with the Act and Council's Governance Rules.
11. This policy supports the Councillor Gift Policy adopted at the Council meeting held 28 July 2025 as well as the overarching Model Councillor Code of Conduct.

Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

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

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

Operating Budget Implications

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

Asset Implications

14. This item does not affect any existing assets.

Legal/Risk Implications

15. The Local Government Inspectorate strongly recommends the adoption of a Councillor Conflict of Interest Policy.
16. Non-compliance with the attached policies may be considered a breach of the *Local Government Act 2020* and Model Councillor Code of Conduct.

Environmental Implications

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

Gender Impact Assessment

18. A gender impact assessment is not required.

Community Consultation

19. There was no requirement for community consultation.



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

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

- Not Applicable

21. This report is consistent with the following strategic objectives from the Council Plan 2025-29:

- A Council that demonstrates leadership, responsible use of public resources, and a commitment to investing in the community.

Legislative and Policy Obligations

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

- The Overarching Governance Principles of the *Local Government Act 2020*.
- Related Council Policies, Strategies or Frameworks.

MINUTE No.258

Moved by: Cr Phillip Danh

Seconded by: Cr Sean O'Reilly

That Council APPROVES the Councillor Conflict of Interest Policy (attached).

CARRIED 8 / 0

**For - Cr Phillip Danh, Cr Alice Phuong Le, Cr Jim Memeti, Cr Bob Milkovic, Cr Sean O'Reilly,
Cr Sophie Tan, Cr Loi Truong and Cr Melinda Yim**

Abstained - Cr Rhonda Garad



4.2 OTHER

4.2.1 Medium Grants Program 2025 Round 2

Cr Loi Truong disclosed a direct material conflict of interest in Item 4.2.1 Medium Grants Program 2025 Round 2 as he is on the SEMVAC Board. Cr Loi Truong left the Chamber prior to discussion and voting on this item.

Responsible Officer:	Executive Director Community Strengthening
Attachments:	<ol style="list-style-type: none">1. Attachment 1 Recommended Applications Community Development Grants (1) [4.2.1.1 - 1 page]2. Attachment 2 Recommended Applications Arts Festivals and Events Grants 1 [4.2.1.2 - 1 page]3. Attachment 3 Recommended Application Individual Artist Grants (1) [4.2.1.3 - 1 page]

Officer Recommendation

That Council:

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

Executive Summary

1. Through the Medium Grants Program Council offers not-for-profit community groups, organisations and individual artists the opportunity to apply for one-off grants to support delivery of projects, programs and events that benefit the Greater Dandenong community.
2. This report outlines the assessment of applications submitted to four (4) grant categories under the Medium Grants Program 2025 Round 1:
 - Community Development.
 - Climate Change Action.
 - Arts, Festivals and Events.
 - Individual Artist.
3. All applications have been checked for eligibility by Council officers and assessed by an independent Community Grants Assessment Panel. The Panel recommendations are presented in this report.



Background

4. The Community Funding Program and Policy Review was conducted from April to December 2023. The outcome of the Review resulted in a new consolidated Community Grants Program Policy that incorporates strategic, governance, and operational improvements and responds to emerging community needs.
5. Under the Medium Grants Program there are two (2) funding rounds per annum. This report considers Round Two applications for 2025.

Key Issues and Discussion

Eligibility Check

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

Community Grants Assessment Panels

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

Round 2 of the 2025 Medium Grants Program

11. Round Two of the 2025 Medium Grants Program was opened online on 14 July 2025 and closed on 11 August 2025.
12. This round was highly promoted via electronic and printed material, through Council networks and social media.
13. Grant information and writing workshops were offered in person and via online platforms. Applicants also had opportunity to access face-to-face and remote support from Council officers to assist them develop grant applications.

Category 1 – Community Development Grants

14. This grant category offers single year grants of up to \$10,000 for projects that build community capacity, foster social inclusion, create healthy partnerships, prevent family violence, advance gender equity, and promote community harmony and participation.
15. A total of 52 applications were submitted to the Community Development Grants category. Two (2) applications were withdrawn, and eight (8) applications were ruled ineligible.
16. This left a total of 42 applications to be assessed seeking total funding of \$348,410.55.



17. The Community Grants Assessment Panel members individually assessed applications online from 22 September to the 13 October 2025. The Panel convened on the 15 October 2025 to qualitatively discuss the consolidated applications and make final recommendations. Following this it is recommended that 17 applications be funded a total of \$109,509.95.
18. A list of all applications recommended for funding through the Community Development Grants category is provided in Attachment 1.

Category 2 – Climate Change Action Grants

19. This grant category offers single year grants of up to \$5000 for projects that deliver climate related or other positive environmental outcome and assist Council in its commitment to tackling climate change.
20. A total of four (4) applications were submitted to the Climate Change Action Grants category. One (1) application was withdrawn, and one (1) application was ruled ineligible.
21. This left a total of two (2) application to be assessed seeking total funding of \$10,300.
22. The Community Grants Assessment Panel members individually assessed applications online from 22 September to the 13 October 2025. The Panel convened on the 15 October 2025 to qualitatively discuss the consolidated applications and make final recommendations. Following this it is recommended that **no** applications be funded.

Category 3 – Arts, Festivals and Events Grants

23. This grant category offers single year grants of up to \$10,000 for projects that promote community connection, cross cultural exchange, and appreciation of cultural diversity. Arts, festivals, and events play an integral part in building and supporting broad community involvement and social cohesion.
24. A total of 28 applications were submitted to the Arts, Festivals and Event Grants category. One (1) application was withdrawn and six (6) were ruled ineligible.
25. This left a total of 21 applications to be assessed seeking total funding of \$226,818.
26. The Community Grants Assessment Panel members individually assessed applications online from 22 September to the 13 October 2025. The Panel convened on the 16 October 2025 to qualitatively discuss the consolidated applications and make final recommendations. Following this it is recommended that nine (9) applications be funded a total of \$60,248.
27. A list of all applications recommended for funding through the Arts, Festivals and Events Grants category is provided in Attachment 2.

Category 4 – Individual Artist Grants

28. This grant category offers single year grants of up to \$5000 to individuals to develop community-based arts/cultural projects, develop relationships with community and create art that responds to community needs.
29. A total of one (1) application was submitted to the Individual Artist Grants category.
30. This left a total of 1 application to be assessed seeking total funding of \$4852.60
31. The Community Grants Assessment Panel member individually assessed applications online from 22 September to the 13 October 2025. The Panel convened on the 16 October 2025 to qualitatively discuss the consolidated applications and make final recommendations. Following this it is recommended that one (1) application be funded a total of \$4852.60.
32. A list of all applications recommended for funding through the Individual Artist Grants category is provided in Attachment 3.



Support for Unsuccessful Applicants

33. All unsuccessful applicants will be contacted by officers and offered feedback and assistance to support them to apply to the next round of the Medium Grants Program.

Grant Acquittal Reports

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

Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

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

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

Operating Budget Implications

37. The financial implications associated with this report are a one-off cost of \$174,610.55 (= \$109,509.95 + \$60,248 + \$4852.60) with no ongoing costs in future year budgets.
38. This allocation is within the 2025-26 Medium Grants Program budget. Noting that all funding allocations are expressed exclusive of GST, and GST will be applied where relevant.

Asset Implications

39. This item does not affect any existing assets.

Legal/Risk Implications

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

Environmental Implications

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

Gender Impact Assessment

42. A gender impact assessment is not required.

Community Consultation

43. Council's Community Grants Program is extensively promoted via electronic and printed material, through Council networks and social media. Grant information and writing workshops were offered both in person and online. In addition, community groups had the opportunity to access face-to-face and remote support from Council officers to assist them develop grant applications.
44. During the assessment process Council Officers consulted with staff from across the organisations to seek information and advice regarding the merits of all funding applications.
45. Officers conducted extensive eligibility checks of applications including compliance documentation, financial report, past grants acquittal history and other matters where relevant.



46. All eligible applications were assessed by Community Grants Assessment Panels. Panels include community representatives and Council officers with broad experience and diverse knowledge.
47. Community Grants Assessment Panel's recommendations of eligible applications for funding are presented for endorsement.

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

48. This report is consistent with the following principles in the Community Vision 2040:
- Safe and peaceful community.
 - Education, training, entrepreneurship and employment opportunities.
 - Embrace diversity and multiculturalism.
 - Sustainable environment.
 - Mind, body and spirit.
 - Art and culture.
49. This report is consistent with the following strategic objectives from the Council Plan 2025-29:
- 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 places.
 - A green city committed to a sustainable future.
 - A city that supports business, entrepreneurship, quality education and employment outcomes.
 - A Council that demonstrates leadership, responsible use of public resources, and a commitment to investing in the community.

Legislative and Policy Obligations

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



Cr Loi Truong left the Chamber at 8.01pm.

MINUTE No.259

Moved by: Cr Rhonda Garad

Seconded by: Cr Jim Memeti

That Council:

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

CARRIED 8 / 0

Cr Loi Truong returned to the Chamber at 8.04pm.



4.2.2 Lois Twohig Reserve Master Plan

Responsible Officer:	Executive Director City Futures
Attachments:	<ol style="list-style-type: none">1. CONFIDENTIAL REDACTED - Lois Twohig Reserve Master Plan (A 12295012) [4.2.2.1 - 47 pages]2. CONFIDENTIAL REDACTED - Lois Twohig Reserve Master Plan Implementation Plan 2025-2046 (A 12433282) [4.2.2.2 - 3 pages]

Officer Recommendation

That Council:

1. **NOTES** that the Lois Twohig Reserve Master Plan has undergone a rigorous process of community and stakeholder engagement to ensure that the plan will respond to the long-term future requirements of the community and supports the established growth and development of the reserve for sport and passive recreational pursuits and environmental improvements; and
2. **ADOPTS** the draft Lois Twohig Reserve Master Plan 2025.

Executive Summary

1. Lois Twohig Reserve, located in Dandenong North, serves as an important public open space that supports sporting activities, recreational pursuits, and leisure for the community.
2. The draft Lois Twohig Reserve Master Plan 2025 provides a long-term vision to make the reserve more inclusive, accessible, and sustainable for all members of the community, whilst integrating and enhancing the reserve's stormwater management and environmental role.
3. With Dandenong North expected to grow by eight percent (8%) by 2038, and local demographics shifting, the draft master plan ensures Lois Twohig Reserve remains a high-quality, multi-functional open space that thoughtfully integrates community spaces that meets the needs of families, sports clubs, youth and residents.
4. The draft master plan reflects the community and stakeholder feedback received across two stages of consultation during July and August of both 2024 and 2025.
5. The implementation of the draft Lois Twohig Reserve Master Plan necessitates substantial investment over an extended timeframe of twenty (20) years. The implementation of the staged master plan will be dependent on the inclusion of the master plan and implementation plan in Council's Long-Term Financial Plan.
6. This report recommends that the draft Lois Twohig Reserve Master Plan 2025 and guiding Implementation Plan be adopted by Council.



Background

7. Lois Twohig Reserve, located at 80 Carlton Road, Dandenong North, encompasses 8.507 hectares of open space bordered by Carlton Road to the north and McFees Road to the south. The reserve currently offers the following facilities:
 - North oval 1 with cricket turf table
 - South oval 2 with cricket synthetic wicket
 - Two piste (lane) pétanque terrain
 - One rectangular grass field
 - Grass retarding basin
 - Practice cricket wickets
 - Central car park
 - Northern car park
 - Four tennis courts
 - Playground
 - Public toilet near the playground
 - Four pavilions
 - Three picnic shelters
 - Three fitness stations
 - Established native garden beds with trees
 - Various walking paths.
8. The draft Lois Twohig Reserve Master Plan has been developed in accordance with the Greater Dandenong Open Space Strategy 2020–2030. It provides a long-term vision to ensure the reserve is inclusive, accessible, and sustainable.
9. The reserve functions primarily as a district level sporting facility, supporting resident clubs and acting as a sporting overflow venue. Current tenants are:
 - Masala Dandenong Football Club
 - North Dandenong Cricket Club
 - Stella Clavisque Club Pétanque and Yoga
 - Lyndale United Football Club
10. The reserve is also integral to local floodwater management. Stormwater runoff from the 150-hectare urban catchment area flows into the southwestern sector of the reserve, where surplus water is temporarily contained within a retarding basin that concurrently serves as an off-leash area for dogs. After rain events this can limit the use of the oval 2 and the off-leash dog park. Refer to the Hydrology Overview in Attachment 1 – Lois Twohig Master Plan for more details.
11. The reserve offers substantial open space advantages, featuring both native and exotic plant species, well-maintained walking trails, a designated playground, an off-leash area for dogs, and various opportunities for informal recreation.



12. The formulation of the draft master plan was guided by an internal working group with representation from Civil Engineering, Traffic Engineering, Sport and Recreation, and Open Space Planning. Additional expertise was contributed by departments including Parks and Horticulture, Conservation, Waste Services, Disability and Community Care, Strategic Planning, and Sustainability Planning.
13. Officers conducted a comprehensive site analysis, evaluating Lois Twohig Reserve's facilities, buildings, recreational amenities, infrastructure, drainage systems, and environmental factors.
14. Community and stakeholder consultation and engagement formed an integral part of the draft master plan development process. Two separate stages of community consultation over four-week periods were undertaken:
 - Initial consultation: 22 July – 18 August 2024
 - Draft Master Plan: 2 July – 4 August 2025
15. The initial consultation was designed to involve the broader community, providing an opportunity for stakeholders and the community to share their perspectives and aspirations in shaping the draft master plan.
16. A total of 182 online submissions were received, in addition to direct engagement with residents during drop-in sessions and consultation with each of the tenanted sports clubs.
17. The top ideas from the initial consultation that have been included in the development of the draft master plan were:
 - Fencing around the designated off-leash dog area
 - Enhance overall lighting and pedestrian illumination throughout the area.
 - Enhance the presence of native tree species and indigenous vegetation.
 - A new multi-purpose court facility.
 - A larger playground.
 - Increase the number of barbecue facilities available for picnics.
 - Construction of new pedestrian pathways and enhancements to DDA accessibility.
 - New public restroom facilities
 - Improved safety and security in the car parks.
18. Following the first stage of consultation, the draft Lois Twohig Reserve Master Plan was developed.
19. The second stage of community and stakeholder consultation was on the draft master plan. The consultation enabled stakeholders and the broader community the opportunity to review the draft master plan and provide feedback regarding their level of support or potential omissions.
20. A total of nineteen (19) online responses were received, with twelve (12) indicating support for the draft master plan. Additionally, two hundred and twenty-one (221) individuals accessed the online consultation materials without submitting feedback.



21. A total of seven (7) further submissions were received, highlighting issues related to biodiversity and the natural environment, safety, improved access, building facilities, dog-off leash fencing and picnic amenities, removal of tennis facilities, and playground location. All concerns have been addressed except the removal of the tennis courts and the placement of the playground. The current tennis courts have low usage and converting them to a proposed multi-court and Pétanque terrain would provide enhanced opportunities for active recreation. The selected location for the playspace has been determined based on CPTED principles, ensuring reduced risk and optimal use of available space. These matters are discussed further in the Key Issues and Discussion section.
22. As an outcome from the second phase of consultation, the key change to the draft master plan was to increase the number of Pétanque pistes within the proposed terrain area of the northern recreation and pavilion precinct. Refer to Attachment 1 – Lois Twohig Master Plan Report for the overall masterplan.
23. The key elements of the proposed draft Lois Twohig Master Plan are discussed in the following section of this report.

Key Issues and Discussion

24. The Vision for the draft Lois Twohig Master Plan is: *To deliver a high-quality, accessible, and sustainable open space that enhances the unique character of Lois Twohig Reserve; strengthening its role as a hub for organised sport while thoughtfully integrating community spaces, environmental values, and inclusive design for generations to come.*
25. There are three strategies that underpin the key directions for the master plan. These are:
 - Place - *Deliver a high-quality, inclusive, and multi-functional space that supports sport, recreation, and community life.*
 - Connection - *Strengthen access, movement, and social connection through inclusive design and integrated pathways; and*
 - Sustainability and Maintenance - *Ensure the long-term functionality and resilience of the Reserve through responsible stewardship, adaptable design, and proactive care.*
26. The draft master plan has been developed with thorough consideration of all open space areas, including their relationships to adjoining properties and surrounding road infrastructure. Refer to Attachment 1 – Lois Twohig Master Plan Report for the overall masterplan.
27. Community and stakeholder consultation and engagement identified four (4) key issues and opportunities for the reserve; *drainage function, personal safety, environmental safety and access and movement.* These four items have been addressed in the master plan and are discussed below:

Drainage function

- Future upgrades to the reserve's drainage infrastructure will need to increase capacity of the drainage system as well as provide additional flood mitigation and pipe diversions to improve the functional capacity of oval 2 and the retarding basin / dog off-leash area. These improvements are outlined in the master plan, which includes the proposed construction of a new berm to the west of the retarding basin and the addition of planted swales.



Personal safety

- The consultation process identified community concerns related to safety during evening hours. In response, the draft master plan comprehensively integrates Crime Prevention Through Environmental Design (CPTED) principles.
- The draft master plan enhances accessibility and reduces the fence heights along Carlton Road and McFees Road. It prioritises pedestrian safety over vehicular movement through an improved hierarchy of interfaces.
- The design of the Northern Recreation Precinct promotes natural surveillance by incorporating youth, family, and senior activities along Carlton Road, ensuring these activities remain visible from the street. This approach further establishes the reserve as a dedicated space for families and the broader community.
- The Implementation Plan proposes conducting assessments of pedestrian safety and lighting to determine suitable options.

Environmental sustainability

- The draft master plan is guided by a strong commitment to preserving and enhancing biodiversity. All established tree canopies are retained within the master plan proposals.
- Further planting opportunities have been identified throughout the reserve, with plans to establish new garden beds that will enhance the site's already diverse flora. These efforts will strategically leverage the varying light, soil, and water conditions present across the reserve.

Access and movement

- The existing granitic walking loop paths in the southern part of the reserve experience frequent use; however, feedback from consultation has highlighted obstacles to pedestrian access and restricted accessibility for individuals with mobility challenges.
- The draft master plan introduces new pedestrian connections and access points from Carlton Road and McFees Road.
- It also emphasises the prioritisation of pedestrian movement over vehicular traffic by adhering to relevant Australian Standards for path grading requirements, enhancing existing pathways and connections, and establishing new pedestrian networks.

Key Precincts of the Master Plan

28. The draft master plan identifies ten (10) distinct focus precincts, each of which serves to demonstrate the specific design objectives for that area.
29. Refer to Attachment 1 – Lois Twohig Master Plan Report for the overall masterplan, conceptual images of the design intent and detail on the initiatives proposed for each precinct.



30. The precincts are as follows:

Oval 1

31. This precinct serves as the primary oval for AFL and a secondary field for cricket, and it is proposed that these functions be maintained. Additional pedestrian path connections are a priority to improve access between the school crossing and reserve.

Northern recreation and pavilion

32. The Northern Recreation and Pavilion precinct is a priority area of the master plan that has been established to revitalise the previously underutilised tennis courts and pavilion. This precinct is designed to serve as a social hub for individuals of all ages, providing publicly accessible amenities through the relocation of the Pétanque and Yoga clubs into the pavilion.

33. Key project initiatives are:

- New multi-purpose court with basketball and soccer goals
- New Pétanque terrain with seating and shelters
- Community picnic facilities including barbecues and shelters
- New neighbourhood level playground
- Pétanque Pavilion upgraded to current service standard requirements
- Outward-facing public toilet extension to Pétanque Pavilion

34. During consultation, many of the respondents, including the local residents, school and kindergarten requested that the playground be located close to the residential properties and generally in a similar area to its current location. There were also a number of submissions from members of the soccer club requesting the playground be centrally located so kids can play there while training or games are taking place. Officers determined that the most appropriate location for the playground was in the Northern Recreation precinct as it offers good access both internally and externally of the reserve, with a central pedestrian spine connecting it to the sporting facilities, as well as having convenient access for people coming from outside of the reserve. The location has also been chosen to mitigate any CPTED issues by increasing passive surveillance and integrating with the multi-court and pétanque facilities.

35. The existing tennis courts at Lois Twohig Reserve are heavily underutilised with only 113 bookings occurring during the 2024-25 financial year. The nearest existing tennis courts are at Barry Powell Reserve, which is an approximately 4 min drive. These courts are also underutilised. In addition, there are tennis courts at Tirhatuan Park, which located approximately 5 min drive from Lois Twohig Reserve. Given the low level of use, and availability of other courts, officers recommend that these courts are removed, and replaced with a multi-court facility that will likely attract much higher usage.

Northern carpark

36. The northern car park has been expanded to provide an additional 20 spaces, including two designated accessible bays with shared zones. To mitigate potential conflicts between pedestrians and vehicles, the playground has been relocated to the west of the proposed multi-court, and the internal road has been straightened.

Rectangular field

37. The rectangular field precinct is enhanced with improved pedestrian circulation, terraced viewing opportunities and sports and drainage infrastructure.

Central recreation

38. The Central Recreation Precinct offers a range of amenities and sports infrastructure designed for both public and sports club use.



Central pavilion

39. The proposed centralised pavilion and plaza gathering space is intended to consolidate the currently separate amenities into a single, integrated facility, replacing the existing soccer, AFL, and cricket pavilions. Strategically located and oriented to serve both the ovals and the rectangular field, it will provide sports club and community facilities.
40. The Petanque pavilion will be removed when the club is relocated to the Northern Pavilion.

Central carpark

41. The central parking area is a priority precinct to address pedestrian safety, lighting, traffic calming measures and shade.

Oval 2

42. Oval 2 has become the principal cricket venue at the reserve, and further enhancements to supporting infrastructure such as lighting and sub-surface drainage are proposed to improve its suitability for year-round utilisation.

Retarding basin and dog off-leash park

43. The retarding basin was initially developed as a component of the area's comprehensive flood mitigation strategy. Enhancements to the drainage systems and retarding basin are essential and need to be completed prior to upgrading and fencing the dog off-leash area.

McFees Road interface

44. The McFees Road interface functions as the primary access point for visitors arriving by car, as it is the location most frequently indicated by GPS devices and online mapping services. Although direct vehicle entry from the south is not available, there is ample on-street parking. Key improvements to this interface are new park identification signage and an accessible path / ramp access.

Priority over the next five years

45. Through effective advocacy during the 2025 Federal Election, Lois Twohig Reserve successfully secured grant funding to enhance pedestrian access from Carlton Road and McFees Road. Completion of this new path will occur during the 2025/2026 financial year and was informed by the draft master plan.
46. Given Council's current budget constraints as well as a portfolio of other municipal wide open space projects, the following projects in Table 1 below have been identified as priorities over the next five years (2026-2031), as per the guiding implementation plan.



47. Table 1 – Priority Projects next five years (2026-2031)

Project	Project Stage	Funding Source	Budget
Oval 1			
Precinct design and new pedestrian connection north of Oval 1, connecting central path to entrance in front of school.	Design and Construction	New	\$17,300
Northern recreation and pavilion precinct			
Open Space concept design for the precinct to inform the detailed project briefs	Concept Design	Operational	\$40,000
Multi-court with fencing and lighting	Detailed design and documentation	Renewal-upgrade	\$15,000
Multi-court with fencing	Construction	Renewal-upgrade	\$450,000
Rectangular Field			
Renewal and improvement of spoon drain	Construction	Renewal	\$60,000
McFees Road Interface			
New large signage to identify Lois Twohig Reserve for traffic travelling west to east.	Design and Construction	New	\$55,000
Ancillary			
Pedestrian and safety (CPTED) lighting review of all precincts to inform designs for each precinct	Design	Operational	\$50,000
TOTAL			\$687,300

48. No additional projects for Lois Twohig Reserve have been scheduled within the next five (5) years and will be subject to future budget bids at that time.

49. Additional funding opportunities will be pursued through the Council's advocacy programme.

Summary

50. The draft Lois Twohig Master Plan establishes the vision and an associated twenty (20) year implementation plan to enable the transformation of this highly valued and well utilised district park as a destination for active and passive recreational pursuits.



Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

51. Staffing resources for the implementation of each element of the draft master plan will need to be considered and assessed at the time of each project.

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

Operating Budget Implications

52. The financial implications associated with this report in the current financial year involve a grant amount of \$100,000, as an outcome of the 2025 Federal Election. Council was successful in receiving \$100,000 in grant funding as part of the 2025/26 Federal Government Budget. The capital projects being funded by this grant are minor pedestrian path access initiatives for the reserve and will be delivered in the 2025/26 financial year.

53. The redevelopment of Lois Twohig Reserve will represent a significant commitment by Council over the long term. Future year costs to implement and stage the reserve master plan will be dependent on the inclusion of the master plan and implementation plan in Council's Long-Term Financial Plan (which will be considered amongst Council's competing priorities).

54. The implementation plan outlines the sequential staging of the design and construction projects and associated cost estimates as a funding guide.

55. A headline figure of approximately \$23.304 million in capital expenditure is planned. This has been spread over an extended timeframe of twenty (20) years due to Council's budgetary constraints.

56. The costs below represent the total master plan cost breakdown:

- Parks, Open Space and Streetscapes: \$6.308 million
- Recreational, Leisure and Community Facilities: \$2.236 million
- Roads, Car Parking and Shared Path Network Infrastructure: \$3.53 million
- Building Works: \$11.230 million

57. The funding to implement the projects is subject to the support and funding of capital works bids as part of Council's annual budget process and opportunities to actively pursue external funding in the following years as part of the budget process. The building projects in the master plan are intended to be funded out of the Building Facility renewal program steered and directed by the Sports Facility Plan and Asset Renewal Program.



Asset Implications

58. This item relates to a future CIP project that this not currently incorporated in the Asset Plan. Priorities related to the need for this item still need to be determined.
59. For projects such as Lois Twohig Reserve to be eligible for many State and Federal grants, an endorsed Master Plan is typically required. In addition, a Council co-contribution is usually necessary.

Legal/Risk Implications

60. Assessment of Lois Twohig Reserve's drainage infrastructure has identified opportunities to improve the function and capacity of both the piped drainage network and the retarding basin.
61. The frequency and severity of storm events are expected to increase due to climate change. The draft master plan details major infrastructure projects aimed at reducing the risk of downstream flooding and suggests that these should be given priority for implementation in the immediate future. Nevertheless, due to current funding limitations, the relevant infrastructure department does not anticipate reviewing these projects until at least 2041–2046.
62. The drainage outlet located at the southwest corner of the retarding basin presents a potential hazard to both individuals and animals. Given current funding constraints, remediation works are unlikely to be able to be undertaken before the 2041-2046 period.
63. Pedestrian access to the reserve is currently restrictive and exclusionary to certain community groups, particularly people with disabilities. The draft master plan identifies short- to medium-term improvements to enhance accessibility, aligning with Council's obligations under the Disability Act 2006.
64. Community and stakeholder consultation also highlighted concerns about pedestrian safety. The draft master plan recommends short-term, low-cost initiatives to reduce risk and improve safety.

Environmental Implications

65. The Lois Twohig Master Plan has positive environmental outcomes, including:
- protection of all existing trees,
 - establishment of new garden beds to increase biodiversity, and
 - drainage improvements to support more effective use of water on-site.

Gender Impact Assessment

66. A Gender Impact Assessment is not required. The draft master plan is expected to deliver significant improvements to gender inclusivity and diversity outcomes.



Community Consultation

Purpose	Designed to provide the community with the opportunity to share their ideas and vision for the development of a draft master plan.
Engagement period	Initial consultation – 22 July to 18 August 2024. Second Stage – 2 July to 4 August 2025.
Level of Influence:	IAP2 August 2024 - Consult
Engagement Activities:	<ul style="list-style-type: none">- Online activities (survey, points activity and ideas wall)- Two community drop-in sessions at the reserve- an article in the August 2024 edition of Greater Dandenong Council News- In class workshops with 16 students
Communication reach and engagement numbers:	182 online responses, a number of residents attended the drop-in sessions, and engaged in person with 16 students and five stakeholder clubs. Stage 2 we received 19 online responses, five email submissions and engaged in-person with four stakeholder clubs.
Summary of feedback:	<p>The initial consultation informed the development of the Draft Master Plan. Community feedback indicated that residents are passionate about Lois Twohig Reserve and enthusiastic about exploring opportunities for its future. Concerns were raised regarding perceived safety, and there was strong interest in improvements such as fencing the dog off-leash area and enhancing biodiversity.</p> <p>Stage 2 consultation reached 221 people, with 19 formal responses received. Of these, 12 supported the Draft Master Plan. Given the high number of views and limited submissions, it is assumed that those who did not complete the survey were generally supportive. Feedback confirmed that the Draft Master Plan achieved the right balance, with strong support for improvements to safety, biodiversity, and access.</p> <p>Some submissions requested retention of the existing tennis courts or their conversion to pickleball; however, these submissions were significantly fewer than the responses supporting a multi-court facility and upgraded pétanque amenities.</p>



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

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

- Safe and peaceful community.
- Sustainable environment.
- Mind, body and spirit.

68. This report is consistent with the following strategic objectives from the Council Plan 2025-29:

- A socially connected, safe and healthy city.
- A city of accessible, vibrant centres and places.
- A green city committed to a sustainable future.
- A Council that demonstrates leadership, responsible use of public resources, and a commitment to investing in the community.

Legislative and Policy Obligations

69. 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 *Gender Equality Act* 2020.
- Climate Change and Sustainability.
- Related Council Policies, Strategies or Frameworks.

MINUTE No.260

Moved by: Cr Bob Milkovic

Seconded by: Cr Rhonda Garad

That Council:

1. **NOTES** that the Lois Twohig Reserve Master Plan has undergone a rigorous process of community and stakeholder engagement to ensure that the plan will respond to the long-term future requirements of the community and supports the established growth and development of the reserve for sport and passive recreational pursuits and environmental improvements; and
2. **ADOPTS** the draft Lois Twohig Reserve Master Plan 2025.

CARRIED 9 / 0



4.2.3 List of Registered Correspondence to Mayor and Councillors

Responsible Officer: Manager Governance, Legal & Risk
Attachments: 1. List of Registered Correspondence to Mayor and Councillors [4.2.3.1 - 2 pages]

Officer Recommendation

That the listed items for the period 3 November 2025 to 14 November 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 3 to 14 November 2025.

MINUTE No.261

Moved by: Cr Melinda Yim

Seconded by: Cr Jim Memeti

That the listed items for the period 3 November 2025 to 14 November 2025 provided in Attachment 1 to this report be received and noted.

CARRIED 9 / 0



4.2.4 Audit and Risk Committee Charter Review

Responsible Officer:	Executive Director Strategy & Corporate Services
Attachments:	1. Audit and Risk Committee Charter Draft 251117 [4.2.4.1 - 13 pages]

Officer Recommendation

That Council APPROVES the updated Audit and Risk Committee Charter Review as provided in Attachment 1 to this report.

Executive Summary

1. Council is requested to adopt the updated Audit and Risk Committee Charter following a scheduled review to ensure compliance with the **Local Government Act 2020** and alignment with best practice governance standards.

Background

2. Section 53 of the *Local Government Act 2020* requires councils to establish an Audit and Risk Committee, and Section 54 mandates the development and maintenance of a charter outlining its functions. The Charter was last reviewed and approved on **24 July 2023**. A biennial review has now been completed, incorporating legislative requirements and governance improvements.

Key Issues and Discussion

3. The updated Charter strengthens Council's governance framework and ensures continued compliance with statutory obligations. Key amendments include:

- **Membership, Tenure and Appointment:**

Committee Size: Updated from *five members* to *up to six members* appointed by Council.
Independent Members: Increased requirement from *three (3) independent members* to *up to four (4) independent members*.

Composition Details:

- One (1) independent Chair (unchanged).
- Independent members updated from *two (2)* to *up to four (3)*.
- Two (2) Councillors retained, with the option of one alternate Councillor.

Council Employees: Explicitly confirmed that Council employees cannot be members of the Committee.

The revised Charter is attached for Council's consideration and adoption.



Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

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

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

Operating Budget Implications

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

Asset Implications

6. This item does not affect any existing assets.

Legal/Risk Implications

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

Environmental Implications

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

Gender Impact Assessment

9. A gender impact assessment is not required.

Community Consultation

10. There was no requirement for community consultation.

Legislative and Policy Obligations

11. 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*.

MINUTE No.262

Moved by: Cr Rhonda Garad

Seconded by: Cr Melinda Yim

That Council APPROVES the updated Audit and Risk Committee Charter Review as provided in Attachment 1 to this report.

CARRIED 9 / 0



4.2.5 Councillor Media Policy and proposed Councillor Social Media Guideline

Responsible Officer:	Executive Director Strategy & Corporate Services
Attachments:	<ol style="list-style-type: none">1. FINAL Councillor Media Policy November 2025 [4.2.5.1 - 9 pages]2. FINAL Social Media Guidelines for Councillors November 2025 [4.2.5.2 - 5 pages]

Officer Recommendation

That Council:

1. **APPROVES** the proposed updated Councillor Media Policy, per Attachment 1;
2. **NOTES** the proposed new Councillor Social Media Guidelines, at Attachment 2; and
3. **NOTES** that the Councillor Social Media Guidelines are to be accompanied by social media training sessions at least every two years, as part of the 'Effective Communication Skills' component of the program of councillor professional development.

Executive Summary

1. Council's 'Councillor Media Policy', which currently includes both media and social media components, is due for review. It is proposed that the social media content be separated from this policy and its contents are confined to mainstream media matters only.
2. Only modest changes are proposed to the policy, including the addition of references to the Deputy Mayor, removing superfluous words and making the language more contemporary.
3. It is proposed that Councillors adopt Social Media Guidelines (refer **Attachment 2**), as an informative set of prompts and reminders to manage the risks of using social media.

Background

4. It is acknowledged that there are many benefits in Councillors using social media to have conversations with our community. There are also some risks. It is proposed that regular training and the Social Media Guidelines will provide sufficient support for councillors, in managing these risks.

Key Issues and Discussion

5. It is important to have a Councillor Media Policy, to clarify that the Mayor is the spokesperson for Council in most cases. This policy also sets out when other roles (such as the Deputy Mayor or CEO) may appropriately speak on behalf of Council.
6. The proposed Councillor Social Media Guidelines clarify that while Councillors have a general right to freedom of expression, this is constrained only as far as necessary to ensure councillors do not breach the Model Councillor Code of Conduct or relevant laws.
7. The Guidelines are intended to be advisory or supporting, and not a matter of compliance.



Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

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

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

Operating Budget Implications

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

Asset Implications

10. This item does not affect any existing assets.

Legal/Risk Implications

11. There are pieces of legislation and torts that may constrain any Victorian's use of social media. Councillors may be further constrained by the Model Code of Conduct or the Local Government Act 2020, when using social media in their capacity as councillors. However, these matters are outside the proposed Social Media Guidelines.

12. A breach of the Media Policy would be regarded as a breach of the Councillor Model Code of Conduct, as with other relevant policies applying to councillor conduct.

Environmental Implications

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

Gender Impact Assessment

14. A gender impact assessment is not required.

Community Consultation

15. There was no requirement for community consultation.

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

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

- Not Applicable

17. This report is consistent with the following strategic objectives from the Council Plan 2025-29:

- A socially connected, safe and healthy city.
- A Council that demonstrates leadership, responsible use of public resources, and a commitment to investing in the community.

Legislative and Policy Obligations

18. 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*.



MINUTE No.263

Moved by: Cr Sean O'Reilly

Seconded by: Cr Rhonda Garad

That Council:

- 1. APPROVES the proposed updated Councillor Media Policy, per Attachment 1; and**
- 2. NOTES that the Councillor Social Media Guidelines are to be accompanied by social media training sessions at least every two years, as part of the 'Effective Communication Skills' component of the program of councillor professional development.**

CARRIED 9 / 0



5 NOTICES OF MOTION

5.1 NOTICE OF MOTION NO. 15 - PROTECTING DANDENONG HOSPITAL MATERNITY AND NEWBORN SERVICES

Responsible Officer: Executive Director Community Strengthening

Author: Cr Rhonda Garad

Preamble

1. Greater Dandenong is one of Victoria's most culturally and linguistically diverse municipalities, with many families already facing financial hardship and transport disadvantage. Reducing local maternity and newborn capability will disproportionately affect vulnerable women, risk fragmenting family-centred care, and diminish the clinical capacity of our local hospital. Retaining a skilled workforce and accessible services is critical to ensuring safe, equitable and culturally competent care for mothers and babies in our city.
2. Council notes Monash Health's Change Impact Statement proposing to reduce Dandenong Hospital's Maternity capability from Level 4 to Level 3 and its Special Care Nursery (SCN) from Level 3 to Level 2, alongside capacity reductions (birth suites nine (9) to six (6) beds; maternity ward ~16-24 to 12 beds; nursery integrated into ward and staffed by midwives rather than neonatal nurses).
3. Council further notes concerns expressed by local midwives and residents that these changes will:
 - Undermine culturally safe care and continuity for a highly diverse and socio-economically vulnerable population;
 - Increase transfers to other hospitals, separating mothers and newborns and adding strain on emergency and retrieval services;
 - Erode clinical skill levels and professional development opportunities for nurses and midwives at Dandenong; and
 - Reduce access to safe, high-quality local care for hundreds of families each year.



Motion

That Council:

- 1. EXPRESSES serious concern about the proposed capability downgrade of Dandenong Hospital's Maternity and Newborn services and its likely impacts on equity, workforce sustainability and family wellbeing**
- 2. AFFIRMS Council's support for retaining at Dandenong Hospital:**
 - a) Maternity Level 4 capability; and**
 - b) Special Care Nursery Level 3 capability with appropriately qualified neonatal nursing staff and specialist support.**
- 3. CALLS for an immediate pause on implementation pending a transparent, publicly released Options and Impact Assessment that must include:**
 - A full equity and cultural-safety analysis, including the experiences of Culturally and Linguistically Diverse (CALD), refugee and Aboriginal families:**
 - Modelling of transfer rates and emergency service impacts (PIPER, Ambulance Victoria);**
 - Identification of safety and outcome KPIs to measure the effects of any change; and**
 - A workforce and training plan safeguarding neonatal and midwifery skill development at Dandenong.**
- 4. ADVOCATES for a locally accessible, culturally safe model of care that keeps mothers and babies together without diminishing service capability.**
- 5. REQUESTS that officers to write to:**
 - Hon Gabrielle Williams MP, State Member for Dandenong;**
 - Hon Julian Hill MP, Federal Member for Bruce;**
 - Hon Mary-Anne Thomas MP, Minister for Health;**
 - Hon Georgie Crozier MP, Shadow Minister for Health;**
 - Monash Health's Board and Chief Executive, conveying Council's position and requesting that the proposed downgrades be suspended pending full community consultation and impact review;**
 - Hon Lee Tarlamis MP, VLC SEMR; and**
 - Hon Ann-Marie Hermans, VLC SEMR.**
- 6. REQUESTS a report back to Council within eight weeks summarising responses received from the above parties and outlining further advocacy options.**



MINUTE No.264

Moved by: Cr Rhonda Garad

Seconded by: Cr Bob Milkovic

That Council:

- 1. EXPRESSES serious concern about the proposed capability downgrade of Dandenong Hospital's Maternity and Newborn services and its likely impacts on equity, workforce sustainability and family wellbeing**
- 2. AFFIRMS Council's support for retaining at Dandenong Hospital:**
 - a) Maternity Level 4 capability; and**
 - b) Special Care Nursery Level 3 capability with appropriately qualified neonatal nursing staff and specialist support.**
- 3. CALLS for an immediate pause on implementation pending a transparent, publicly released Options and Impact Assessment that must include:**
 - A full equity and cultural-safety analysis, including the experiences of Culturally and Linguistically Diverse (CALD), refugee and Aboriginal families;**
 - Modelling of transfer rates and emergency service impacts (PIPER, Ambulance Victoria);**
 - Identification of safety and outcome KPIs to measure the effects of any change; and**
 - A workforce and training plan safeguarding neonatal and midwifery skill development at Dandenong.**
- 4. ADVOCATES for a locally accessible, culturally safe model of care that keeps mothers and babies together without diminishing service capability.**
- 5. REQUESTS that officers to write to:**
 - Hon Gabrielle Williams MP, State Member for Dandenong;**
 - Hon Julian Hill MP, Federal Member for Bruce;**
 - Hon Mary-Anne Thomas MP, Minister for Health;**
 - Hon Georgie Crozier MP, Shadow Minister for Health;**
 - Monash Health's Board and Chief Executive, conveying Council's position and requesting that the proposed downgrades be suspended pending full community consultation and impact review;**
 - Hon Lee Tarlamis MP, VLC SEMR; and**
 - Hon Ann-Marie Hermans, VLC SEMR.**
- 6. REQUESTS a report back to Council within eight weeks summarising responses received from the above parties and outlining further advocacy options.**

CARRIED 9 / 0

MINUTE No.265

Moved by: Cr Bob Milkovic

Seconded by: Cr Rhonda Garad

That Cr Rhonda Garad be granted an extension of time of two (2) minutes to speak in support of the motion.

CARRIED 9 / 0



6 REPORTS FROM COUNCILLORS/DELEGATED MEMBERS AND COUNCILLORS' QUESTIONS

Question

Cr Sean O'Reilly

Can Council write a letter to Joe Rechichi OAM congratulating him on 25 years of service as Chairperson of the Springvale Benevolent Society?

Response

Mayor Cr Sophie Tan

Thank you for bringing this to our attention we will get this organised.

Comment

Cr Sean O'Reilly

I attended several events over the last few weeks, including the 43rd AGM of Springvale Indo-Chinese Mutual Assistance Association (SICMAA).

While walking past the multi-level car park on Buckingham Avenue around 9:30pm Saturday, I noticed five large black rubbish bags placed around a public bin. It appears traders may be dumping rubbish next to bins.

Question

Cr Sean O'Reilly

Are we able to use CCTV to identify those responsible for dumping rubbish?

Do we need changes to local laws or regulations to enable enforcement?

Additionally, with advancements in artificial intelligence, I expect that in the future, AI could automatically detect illegal dumping and other offences via CCTV.

Response

Sanjay Manivasagasivam, Executive Director City Futures

We need to review local laws during the upcoming review process. Illegal dumping in multicultural areas is a constant issue and we work with traders on this matter. Regarding CCTV enforcement, this will need to be considered in future reviews.

Question

Cr Melinda Yim

A resident contacted me about repairing his driveway, which he believes is dangerous. Does Council have responsibility for maintaining residential driveways?

Response

Sanjay Manivasagasivam, Executive Director City Futures

Driveways are private property and the responsibility of property owners. Council maintains footpaths and roads, not driveways.



Question

Cr Loi Truong

At Athol Road Shopping Centre, there is a large pothole that has been there for months. Could Council contact the centre to have it repaired? Also, residents have reported dead birds at the centre. Does Council know the cause?

Response

Sanjay Manivasagasivam, Executive Director City Futures

The pothole is the shopping centre's responsibility, but we will pass on the information. Residents are encouraged to also contact centre management. In relation to the bird deaths, I will take this on notice and provide information later.

Comment

Cr Phillip Danh, Deputy Mayor

I have attended these events over the last two weeks:

On Saturday 22 November, I attended the event run by Reclink Australia called Play it Forward at Ross Reserve, where community members donated sporting goods for free distribution. Sport is a great equaliser, transcending language and culture. Events like these promote healthy living.

On Sunday 23 November, I also attended the Hidden Job Market Music Festival on Hemmings Street. The organisers activated a car park space to create a vibrant community event. Hemmings Street has faced challenges, but this event showed its potential.

Comment

Cr Jim Memeti

I have attended these events over the last two weeks:

On Tuesday, 18 November, Mayor Tan and I attended John Hemmings Memorial Park to donate gift vouchers to Kindness Community valued at \$300, which we had received from the City of Greater Dandenong in recognition of our roles as Mayor and Deputy Mayor during the previous mayoral term.

On Saturday 22 November, I attended the SICMAA 43rd AGM and the 50-year anniversary of Vietnamese settlement in Australia. Sigma has served the community for decades. Be Ha, an OAM recipient is a living treasure.

On Sunday 23 November I attended the inauguration of and opening of Kaboura Cultural Association, led by Salaam Sandy, a renowned Afghan actor. Additionally, later that day I attended the Hidden Gem Market Festival and Market, which successfully activated Hemmings Street. Congratulations to the organisers. If possible, Council should send a letter of thanks.

Question

Cr Jim Memeti

Shopkeepers on Hemmings Street requested time-limited parking (two to three hours during business hours). Could officers investigate this?

Lastly, I am concerned about the Taylors Road landfill. Could Council provide a report on EPA fines, Council fines, and the earliest possible closure date? This landfill continues to impact the community.



Response

Sanjay Manivasagasivam, Executive Director City Futures

We will prepare a report and provide an update to Council.

Comment

Cr Alice Phuong Le

I have attended these events over the last two weeks:

On Sunday 16 November, I attended the Construction Trades and Small Businesses Networking Exhibition with Mayor Cr Sophie Tan and Lee Tarlamis at Springvale Town Hall

On Saturday 22 November, I attended the SICMAA 43rd AGM in Springvale.

Question

Cr Alice Phuong Le

Why are the holiday decorations in Springvale so minimal, or in some cases, non-existent?

Springvale is a vibrant multicultural area and deserves the same level of attention as other areas.

Can Council ensure better planning and deliver a more appropriate decoration project this year?

Response

Sanjay Manivasagasivam, Executive Director City Futures

We will review the current decorations and are happy to consider improvements for next year, as it is now too late to make changes for this year's decorations.

Comment

Cr Rhonda Garad

Congratulations to the Hidden Job Market organisers. I share concerns about Taylors Road landfill. I request detailed reports on breaches, remedies, and why they recur. We need an end date aligned with the SRL completion. I also question why the Council representative was removed from the landfill committee without consultation

Response

Jacqui Weatherill, Chief Executive Officer

Councillors were informed during the annual committee allocation process. If Council wishes to reinstate a representative, officers have no objection.

Comment

Cr Rhonda Garad

I am happy to volunteer as the Council representative and have Cr Jim Memeti as the alternate.

Question

Cr Bob Milkovic

Election corflutes remain on private properties months after the election. Can Council arrange for their removal?

Response

Sanjay Manivasagasivam, Executive Director City Futures

If corflutes are on private property, removal is the owner's responsibility. We can contact candidates' offices to request removal.



Comment

Cr Sophie Tan, Mayor

I have attended the following events over the past few weeks:

On Tuesday 11 November, I attended a ceremony at Noble Park RSL for Remembrance Day, we came together to remember the brave men and women who served and sacrificed for our freedom.

On Thursday 13 November, I attended my first event as Mayor, the opening of the Uyghur Art Exhibition, "The Spirit of the Euphrates Poplars," hosted by the Uyghur Associations. I extend a warm welcome to the two amazing famous artists from Norway and Germany.

On Friday 14 November, I was honoured to open the Construction Trade and Small Businesses Networking Exhibition, hosted by the Afghan Australian Business and Trade Chamber. This was about building connection opportunities and stronger local economy.

On Monday 17 November, I had the great pleasure to officially open the Walkinshaw Automotive Group HQ, I would like to thank Salta for investing in our city and congratulate them on the ongoing development at the Nexus Dandenong South Industrial Estate

On Tuesday 18 November, I attended the opening of Circle ASPAC Disability Employment Hub, I would like to congratulate everyone who has been involved in establishing this hub, which (on-site) already employs over 40 people living with disabilities. Later that day Cr Jim Memeti and I attended John Hemmings Memorial Park to donate gift vouchers to Kindness Community valued at \$300, which we had received from the City of Greater Dandenong in recognition of our roles as Mayor and Deputy Mayor during the previous mayoral term.

On Thursday 20 November, I attended the Unscripted Voice Against Racism Forum by Melbourne Playback Theatre and commended Wellsprings for their leadership in tackling racism in the South East. That evening, I joined the Talking Faith Forum at Dandenong Library, which focused on women, faith and services, a discussion that exemplifies purposeful leadership. Thank you to the City of Greater Dandenong Interfaith Network for promoting peace, harmony and acceptance among people of different faiths and spiritual traditions.

On Friday 21 November, I attended the opening of the Artism Exhibition at Noble Park Community Centre, a celebration of creativity and inclusion through art. Later that evening, I attended the Victorian Tamil Association annual concert, showcasing the richness of Tamil language, literature, music, and traditions through outstanding performances by talented students.

On Saturday 22 November, I attended the Hidden Gems Festival in Hemmings Street Dandenong, there was plenty of music, art, games, food, fashion and nature. We should help them expand for next year also. Later that evening I was honoured to celebrate the 43rd anniversary of SICMMA, a big thank you to all organisers for their contributions to our community

Lastly, On Sunday 23 November, I attended the inauguration and opening of Kaboura Cultural Association, led by Salaam Sandy, a renowned Afghan actor. Wishing him all the success for the future.

Jacqui Weatherill, Chief Executive Officer tabled a listing of responses to questions taken on notice/requiring further action at the previous Council meeting. A copy of the responses is provided below.



COUNCILLOR QUESTIONS TAKEN ON NOTICE/REQUIRING FURTHER ACTION

Date of Council Meeting	Question Asked By	Subject & Summary of Question	Responsible Officer	Date of Completion	Summary of Response
27/10/25 CQT1	Cr Lana Formoso	Letter from Mayor to Health Minister That the Mayor write to the Minister for Health, Mary-Anne Thomas, to express Council's concern about the exclusion of the meningococcal B vaccine from Victoria's immunisation schedule, advocate for the reinstatement of PRIME funding, and request an urgent meeting to discuss the public health implications.	Executive Director Community Strengthening	21/11/2025	Initial response provided 27/10/2025: I will arrange for this letter to be sent. Further response provided 19/11/2025: The letter has been drafted and will be finalised over the next couple of weeks. COMPLETED
10/11/25 CQT1	Cr Lana Formoso	Inquiry on Australia Post Letterbox Collection Frequency Can someone confirm whether Australia Post letterbox collections now occur only every second or third day due to cutbacks?	Executive Director Strategy and Corporate Services	24/11/2025	Initial response provided 10/11/2025: I will follow this up and get a response. Further response provided 24/11/2025: Australia post letter box collections do not fall under the remit of Council. COMPLETED
10/11/25 CQ2	Cr Sean O'Reilly	Clarification on Noise Complaint Processes A resident raised concerns about unclear guidance on noise complaints. The website currently suggests contacting Council, the EPA, or the Dispute Settlement Centre, but the responsibilities of each are not clearly defined, which causes confusion and delays. 1. I request that Councillors receive metrics on noise complaints,	Executive Director City Futures	21/11/2025	Initial response provided 10/11/2025: I am happy to review the website to ensure the information on noise complaints is clear for all residents. I will also provide Councillors with details on what Council handles and when the EPA becomes involved. Noise diaries are helpful for investigations, and I will review this further and provide additional information. Further response provided 21/11/2025: Council will be reviewing the content on our

Reports from Councillors/Delegates & Councillors' Questions – Questions Taken on Notice

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Date of Council Meeting	Question Asked By	Subject & Summary of Question	Responsible Officer	Date of Completion	Summary of Response
		including the percentage where Council has acted and the nature of that action. 2. I also seek clarification on whether the diary entry process mentioned on the website assists in resolving complaints. 3. Finally, I believe clearer communication is needed on the steps residents should take and what evidence is required before contacting Council.			website to provide clearer information on this matter to our community. Domestic noise can be Local Laws (who are authorised under EPA legislation) or it can escalate to be a Public Health matter (if the noise is aggravated to the point that it could impact a person's health and wellbeing) where Council is then obligated to investigate and identify whether nuisance can be proven. Our Planning Compliance team also investigates industrial noise. By their nature, noise complaints can be complex, highly personal and usually involve a degree of conflict and back-history as it is often a dispute between neighbours. Legislation allows for Council to form the opinion that a matter is better settled privately. This outcome is one we may elect to use where we feel a matter cannot be progressed through the court system. This may be due to a lack of evidence, to the case clearly being civil and personal in nature, or where a complainant may not be will to keep a diary. We may not be able to define the noise as persistent or aggravated from an evidentiary perspective but that does not mean that the complainant doesn't consider it to be an on-going problem, in which case we would refer them to the dispute settlement centre, VicPol or suggest they seek legal advice. In a noise complaint scenario – the noise diary kept by a complainant is often the only evidence Council obtains and is the basis for a

Reports from Councillors/Delegates & Councillors' Questions – Questions Taken on Notice

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Date of Council Meeting	Question Asked By	Subject & Summary of Question	Responsible Officer	Date of Completion	Summary of Response
					<p>prosecution. Without evidence – Council cannot act. In Public Health and Wellbeing matters, the diary should also evidence the impact the noise has on the complainant's health and wellbeing as part of their evidence.</p> <p>I understand the Local Laws team will not proceed with an investigation if the complainant is not willing to keep and submit a diary, and not willing to give evidence in court should the subject property / individual contest charges.</p> <p>COMPLETED</p>



7 URGENT BUSINESS

No urgent business was considered.



8 CLOSE OF BUSINESS

The Meeting closed at 9.04pm.

Signature