



**GREATER
DANDENONG**
City of Opportunity

AGENDA

ORDINARY COUNCIL MEETING

MONDAY 10 DECEMBER 2018

Commencing at 7:00 PM

COUNCIL CHAMBERS

225 Lonsdale Street, Dandenong VIC 3175

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	MEETING OPENING	1
1.1	ATTENDANCE	1
1.2	OFFERING OF PRAYER	1
1.3	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	1
1.4	ASSEMBLIES OF COUNCIL	2
1.5	DISCLOSURES OF INTEREST	3
2	OFFICERS' REPORTS	4
2.1	DOCUMENTS FOR SEALING	4
	2.1.1 Documents for Sealing	4
2.2	DOCUMENTS FOR TABLING	6
	2.2.1 Documents for Tabling	6
	2.2.2 Petitions and Joint Letters	8
2.3	STATUTORY PLANNING APPLICATIONS	16
	2.3.1 Town Planning Application - No. 170 Princes Highway, Dandenong (Planning Application No. PLN18/0453)	16
	2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821)	31
2.4	FINANCE AND BUDGET	122
	2.4.1 2018-19 Mid Year Budget Review	122
2.5	POLICY AND STRATEGY	149
	2.5.1 Electronic Gaming Policy Review	149
	2.5.2 Strategic Planning Recommendation – Future Considerations ‘Greening Our City’	172

	2.5.3	Review of Council Policies - Privacy and Personal Information Policy	187
2.6	OTHER	233
	2.6.1	Community Funding Program - Round 2	233
	2.6.2	Community Safety Plan Annual Update	243
	2.6.3	List of Registered Correspondence to Mayor and Councillors	264
	2.6.4	Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 12 & 19 November 2018	267
	2.6.5	Team 11 and Proposed Stadium - Consultation Outcomes	270
	2.6.6	Team 11 Funding Request	320
3	NOTICES OF MOTION	328
4	REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS	329
5	QUESTION TIME - PUBLIC	330
6	URGENT BUSINESS	331

1 MEETING OPENING

1.1 ATTENDANCE

Apologies

1.2 OFFERING OF PRAYER

As part of Council's commitment to recognising the cultural and spiritual diversity of our community, the prayer this evening will be offered by Fr Milorad Loncar from the Christian - St Stefan Serbian Orthodox Church, a member of the Greater Dandenong Interfaith Network.

1.3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Ordinary Meeting of Council held 26 November 2018.

Recommendation

That the minutes of the Ordinary Meeting of Council held 26 November 2018 be confirmed.

1.4 ASSEMBLIES OF COUNCIL

The following assemblies of Council occurred in the period 22 November to 5 December 2018:

Date	Meeting Type	Councillors Attending	Councillors Absent	Topics Discussed & Disclosures of Conflict of Interest
26/11/18	Pre-Council Meeting	Roz Blades, Youhorn Chea, Tim Dark (part), Matthew Kirwan, Angela Long, Zaynoun Melhem, Jim Memeti, Maria Sampey (part), Loi Truong	Apologies – Sean O'Reilly Heang Tak – resigned 26/11/18	- Waste management issues experienced due to heavy rainfalls. - Resignation of Cr Heang Tak and process of filling of extraordinary vacancy by Victorian Electoral Commission. - Street numbering issue, Neasham Drive, Dandenong North - Agenda items for Council Meeting of 26 November 2018.
TBA	TBA	TBA	TBA	- TBA

Recommendation

That the assemblies of Council listed above be noted.

1.5 DISCLOSURES OF INTEREST

Any interest that a Councillor or staff member has deemed to be significant and has disclosed as either a direct or an indirect interest is now considered to be a conflict of interest. Conflict of Interest legislation is detailed in sections 77A, 77B, 78, 78A-E & 79 of the Local Government Act 1989. This legislation can be obtained by contacting the Greater Dandenong Governance Unit on 8571 5216 or by accessing the Victorian Legislation and Parliamentary Documents website at www.legislation.vic.gov.au.

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

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

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

2 OFFICERS' REPORTS

2.1 DOCUMENTS FOR SEALING

2.1.1 Documents for Sealing

File Id: A2683601

Responsible Officer: Director Corporate Services

Report Summary

Under the Victorian Local Government Act, each Council is a body corporate and a legal entity in its own right. Each Council must therefore have a common seal (like any corporate entity) that is an official sanction of that Council.

Sealing a document makes it an official document of Council as a corporate body. Documents that require sealing include agreements, contracts, leases or any other contractual or legally binding document that binds Council to another party.

Recommendation Summary

This report recommends that the listed documents be signed and sealed.

2.1.1 Documents for Sealing (Cont.)

Item Summary

There are three [3] items being presented to Council's meeting of 10 December 2018 for signing and sealing as follows:

1. A letter of recognition to Licin Tanto, Community Services for 10 years of service to the City of Greater Dandenong.
2. A letter of recognition to Wendy Phillips, Community Services for 30 years of service to the City of Greater Dandenong; and
3. A letter of recognition to Melanie Morrall, Community Services for 10 years of service to the City of Greater Dandenong.

Recommendation

That the listed documents be signed and sealed.

2.2 DOCUMENTS FOR TABLING

2.2.1 Documents for Tabling

File Id: qA228025

Responsible Officer: Director Corporate Services

Report Summary

Council receives various documents such as annual reports and minutes of committee meetings that deal with a variety of issues that are relevant to the City.

These reports are tabled at Council Meetings and therefore brought to the attention of Council.

Recommendation Summary

This report recommends that the listed items be received.

2.2.1 Documents for Tabling (Cont.)**List of Reports**

Author	Title
Unison	2017-2018 Annual Report
Mecwacare	2017-2018 Annual Review

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

Recommendation

That the listed items be received.

2.2.2 Petitions and Joint Letters

File Id:	qA228025
Responsible Officer:	Director Corporate Services
Attachments:	Petitions and Joint Letters

Report Summary

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.

Issues raised by petitions and joint letters will be investigated and reported back to Council if required.

A table containing all details relevant to current petitions and joint letters is provided in Attachment 1. It includes:

1. the full text of any petitions or joint letters received;
2. petitions or joint letters still being considered for Council response as pending a final response along with the date they were received; and
3. 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.

Note: On occasions, submissions are received that are addressed to Councillors which do not qualify as petitions or joint letters under Council's current Meeting Procedure Local Law. These are also tabled.

2.2.2 Petitions and Joint Letters (Cont.)

Petitions and Joint Letters Tabled

Council received one new petition and no joint letters prior to the Council Meeting of 10 December 2018 as follows:

- A petition was received from one hundred and ninety one (191) proponents requesting Council approve the Parkfield Reserve Master Plan dated June 2018. This petition has been forwarded to the relevant Council Business Unit/s for action.

N.B: Where relevant, a summary of the progress of ongoing change.org petitions will be provided in the attachment to this report.

Recommendation

That the listed items detailed in Attachment 1, and the current status of each, be received and noted.

2.2.2 Petitions and Joint Letters (Cont.)

DOCUMENTS FOR TABLING

PETITIONS AND JOINT LETTERS

ATTACHMENT 1

PETITIONS AND JOINT LETTERS

PAGES 6 (including cover)

If the details of the attachment are unclear please contact Governance on 8571 1000.

2.2.2 Petitions and Joint Letters (Cont.)

Date Received	• Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
21/11/18	<p>A petition was received from one hundred and ninety one proponents (191) requesting Council approve the Parkfield Reserve Master Plan dated June 2018 as follows:</p> <p>We the undersigned formally petition the City of Greater Dandenong to approve the Parkfield Reserve Master Plan dated June 2018.</p> <p>We believe the proposed Master Plan would allow growth and participation for the Cricket, Soccer and Tennis clubs at Parkfield Reserve. Attract visitors to use the upgraded play-ground, BBQ facilities and sporting facilities.</p> <p>Provide a walk and cycle path around the reserve to fulfil the local needs that would not endanger the recreational walkers and cyclists while soccer and cricket matches are in play. Provide more car parking. Provide a resolution to the flooding issue or the residential properties along the southern boundary of the reserve. Improve quality of life for the local community.</p>	58	New	<p>Tabled at 10 December 2018 Council Meeting.</p> <p>Sent to City Planning, Design & Amenities Directorate for actioning.</p> <p>Acknowledgement letter to the head petitioner 23/11/2018.</p>

If the details of the attachment are unclear please contact Governance on 8571 1000.

2.2.2 Petitions and Joint Letters (Cont.)

Date Received	• Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
14/11/18	<p>A joint letter was received from five Springvale residents regarding safety concerns at Mary Street, Springvale.</p> <p>Many of the issues we constantly face however is due to the public access the open laneway shared with our driveway causes. This gives an easy opportunity for people to walk down and try to get into our cars and homes. Unfortunately, while most of the residents have installed safety roller doors/Crimsafe etc. crimes are still constantly occurring. The only other action that can be taken (ie. Contacting the police) are usually a reactive response and we are hoping to be proactive in reducing these incidents.</p> <p>We would therefore like to ask for the Council's permission to construct a fence at the rear of the property, which would block the traffic coming through the laneway. We have agreed that we are willing to organise this and pay the full cost to have this installed, as we appreciate this is not included in the Council's budget.</p>	5	New	<p>Tabled at 26 November 2018 Council Meeting.</p> <p>Sent to Engineering Services Directorate for actioning.</p> <p>Acknowledgement letter to the head petitioner 19/11/2018.</p>

If the details of the attachment are unclear please contact Governance on 8571 1000.

2.2.2 Petitions and Joint Letters (Cont.)**Other/Submissions**

Date Received	Content	No of Co-Signatures	Status	Officer Response
30/10/18	<p>PETITION FOR MORE PARKING AND RESTRICTED SPEED LIMITS AROUND KOTIKO ROAD AND TREBILCO AVENUE, OAK GARDENS, KEYSBOROUGH SOUTH 3173.</p> <p>We would like more parking, on Trebilco Avenue, our proposal would be for a cut into the nature strips, opposite our homes, streets are too narrow to carry traffic, which is going to get worse with the building of some 30 more houses on Newson Street, potentially another 60 cars around this area.</p> <p>I am a corner resident and feel a cut in on our nature strip, also would ease tensions that have built up between our neighbours, some are constantly contacting Council re parking infringements, this would also help through traffic. I would also like a speed limit sign for cars going around this corner, and or speed bumps, as its very dangerous for us getting out of our driveway, which is also hindered by parking opposite our driveway, hence a cut in the nature strip, would help all residents on this point.</p>	20		<p>Tabled at 12 November 2018 Council Meeting.</p> <p>Sent to Engineering Services Directorate for action.</p> <p>Acknowledgment letter sent to head Petitioner 30/10/18</p>

If the details of the attachment are unclear please contact Governance on 8571 1000.

2.2.2 Petitions and Joint Letters (Cont.)

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2.2.2 Petitions and Joint Letters (Cont.)

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2.3 STATUTORY PLANNING APPLICATIONS

2.3.1 Town Planning Application - No. 170 Princes Highway, Dandenong (Planning Application No. PLN18/0453)

File Id:	318795
Responsible Officer:	Director City Planning Design & Amenity
Attachments:	Submitted Plans

Application Summary

Applicant:	Mohammad Bahram
Proposal:	Use the land for a Place of Assembly (Shisha Lounge) and alteration to access to a road in a Road Zone Category 1.
Zone:	Clause 34.02 (Commercial 2 Zone)
Overlay:	Nil
Ward:	Red Gum

The application proposes to use the land for a Place of Assembly (Shisha Lounge) and for the alteration to access to a road in a Road Zone Category 1.

A permit is required pursuant to:

- Clause 34.02 (Commercial 2 Zone) to use the land for a Place of Assembly (Shisha Lounge).
- Clause 52.29 (Land Adjacent to a Road Zone, Category 1) for alteration to access to a road in a Road Zone Category 1.

Advertising Summary

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.

No objections were received.

Assessment Summary

An assessment of the application found that the location of the site is not suitable for a Place of Assembly (Shisha Lounge), and would not result in orderly planning of the surrounding area, contrary to the purposes of Clause 34.02 (Commercial 2 Zone) and the decision guidelines at Clause 65 of the Greater Dandenong Planning Scheme.

2.3.1 Town Planning Application - No. 170 Princes Highway, Dandenong (Planning Application No. PLN18/0453) (Cont.)

Accordingly, it is recommended that the application be refused.

Recommendation Summary

As assessed, the proposal does not meet the requirements of the Greater Dandenong Planning Scheme. It is inconsistent with and does not appropriately respond to the provisions of the Scheme as detailed in the report, and for the reasons set out in the recommendation should be **Refused**.

2.3.1 Town Planning Application - No. 170 Princes Highway, Dandenong (Planning Application No. PLN18/0453) (Cont.)**Subject Site and Surrounds****Subject Site**

The subject site is located on the northeast corner of Princes Hwy (Service Road) and Airlie Avenue on land known as 170 Princes Hwy. The subject site incorporates four tenancies on the title which includes a total of 18 car parking spaces, none of which have been allocated to any one tenancy.

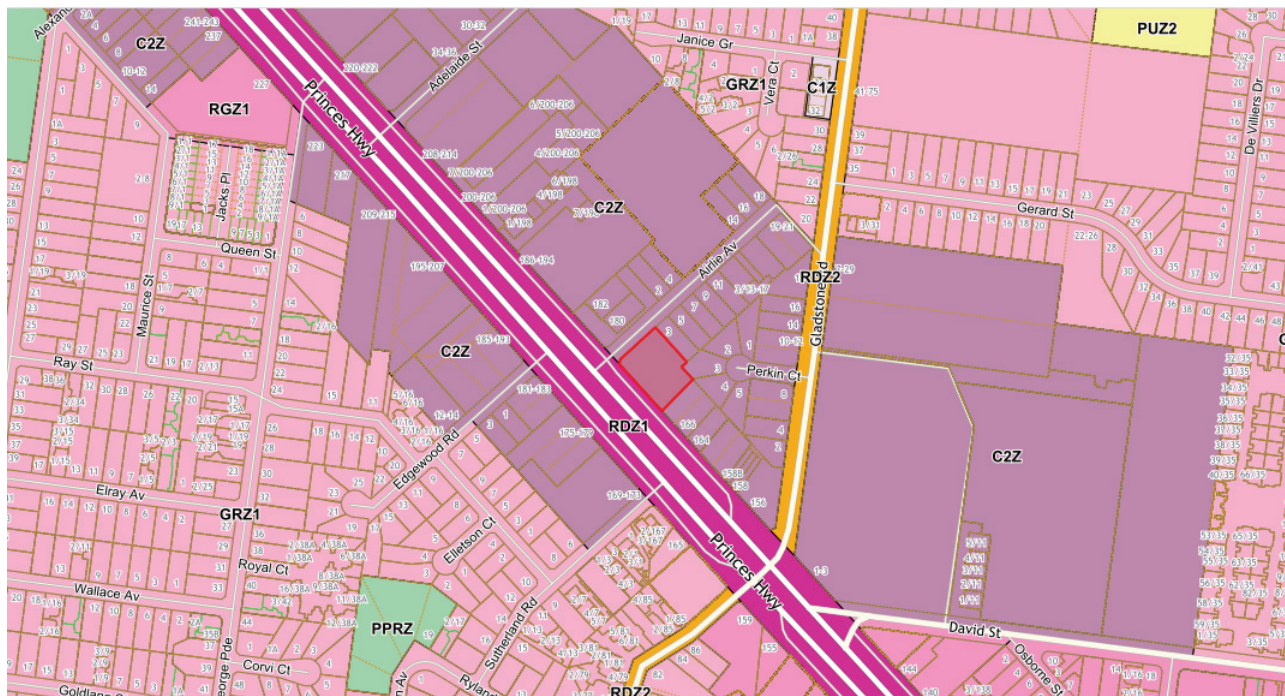
The tenancy which is proposed to be used is the third building from Airlie Avenue. The building proposed to be used is currently unoccupied. The other 3 tenancies are occupied by Bridgestone Direct Tyre and Auto, Baby Direct, and TJM 4x4 Service Centre.

Car parking is located directly in front of the tenancy and is accessed from the Princes Hwy (Service Road).

Surrounding Area

The immediate surrounding land is within a Commercial 2 Zone and comprised of Motor Vehicle Sales, Motor Repairs and a Supermarket.

Residential developments surround the Commercial 2 Zone with the nearest residential development located 85m to the south across the Princes Hwy.

Locality Plan

The building to be used is shown in the below map

2.3.1 Town Planning Application - No. 170 Princes Highway, Dandenong (Planning Application No. PLN18/0453) (Cont.)**Background****Previous Applications**

No planning permit was found for the subject tenancy.

Planning Permits related to the other three tenancies within 170 Princes Highway are as follows:

- PLN02/0220 was issued for buildings and works shopfront alterations on 29 May 2002.
- PLN10/0681 issued on 5 October 2010 for buildings and works comprising the display of business identification, and use of land for 'Restricted retail premises' on 24 December 2010.
- Planning Permit PLN11/0647 was issued on 17 September 2011 for buildings and works comprising the display of business identification and promotional signage

Proposal

The application proposes to use the land for a Place of Assembly (Shisha Lounge) and for the alteration to access to a road in a Road Zone Category 1.

Details of the proposal are as follows:

2.3.1 Town Planning Application - No. 170 Princes Highway, Dandenong (Planning Application No. PLN18/0453) (Cont.)

- The business will operate as a Shisha cafe (hookah/ waterpipe) with the primary product sold being hookah and tea. The activities undertaken on the site are the communal smoking of shisha pipes where the pipes and ingredients are provided by the venue for a retail sales price;
- A maximum of 2 staff will be present on site at any one time;
- A maximum of 30 patrons will be present on site at any one time;
- Proposed hours of operation will be between 6:00pm -11:30pm (7 days a week);
- Hookah will be served with tobacco free herbal mix (this is the product that will be smoked);
- Deliveries will be limited to products being unloaded at the front of property by hand and taken to a store room within the premises. Given the nature of the use it is not expected that more than 2 deliveries will occur per week and all deliveries will be after 6:00pm;
- Signage will be limited to 4.8 x 1.2m = 5.76m² (and would replace existing signage on the building facade);
- There would be no physical alterations to the road. As Princes Highway is a Road Zone Category 1, the application requires a permit for the alteration to a road in a Road Zone Category 1 due to the proposed increase intensity of use.

A copy of the submitted plans is included as Attachment 1.

Victorian Charter of Human Rights and Responsibilities

All matters relevant to the Victorian Human Rights Charter have been considered in the preparation of this report and are consistent with the standards set by the Charter.

The Victorian Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to its contents.

Financial Implications

No financial resources are impacted by this report.

Planning Scheme and Policy Frameworks

Pursuant to the Greater Dandenong Planning Scheme, a planning permit is required:

- Clause 34.02 (Commercial 2 Zone) to use the land for a Place of Assembly (Shisha Lounge).
- Clause 52.29 (Land Adjacent to a Road Zone, Category 1) for alteration to access to a road in a Road Zone Category 1.

The relevant controls and policies are as follows:

Zoning Controls

The subject site is located in a Commercial 2 Zone, as is the surrounding area. The site adjoins a Road Zone Category 1 to the southwest.

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

2.3.1 Town Planning Application - No. 170 Princes Highway, Dandenong (Planning Application No. PLN18/0453) (Cont.)

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

Pursuant to Clause 34.02-1 a permit is required to use land for a Place of Assembly.

Overlay Controls

No overlays affect the subject site or surrounding area.

State Planning Policy Framework

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.

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.

The State Planning Policy Framework at Clause 11 states that planning is to anticipate and respond to the needs of existing and future communities through provision of zoned and serviced land for housing, employment, recreation and open space, commercial and community facilities and infrastructure.

The objective of this Clause is to “meet 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”.

Cultural facilities at Clause 19.02-3 contain the following objectives and strategy:

Objective

- *To develop a strong cultural environment and increase access to arts, recreation and other cultural facilities.*

The distribution of social and cultural infrastructure are contained at Clause 19.02-4 which are:

Objective

- *To provide fairer distribution of and access to of social and cultural infrastructure.*

Strategies

- *Identify and address gaps and deficiencies in social and cultural infrastructure.*

2.3.1 Town Planning Application - No. 170 Princes Highway, Dandenong (Planning Application No. PLN18/0453) (Cont.)

Local Planning Policy Framework

Clause 21.04 (Land use) set out the Objectives and Strategies for Retail, Commerce and Entertainment. The relevant objective and strategy at Clause 21.04-2 (Retail, Commence and Entertainment) include:

Social issues – *Local retail centres can act as a focus for local communities helping strengthen local connections. Entertainment and associated uses are important in maintaining local cultural vitality but need to be managed to avoid late night disturbances to surrounding residents, and inadequate provision of car parking.*

The following objectives and strategies are relevant:

4. To encourage a mix of complimentary land uses that increase an activity centre's commercial variety without compromising its core commercial strengths.

4.1 Support and promote complimentary land uses that enhance variety without compromising core commercial strengths.

5. To enhance and embrace the multi-cultural identity of the municipality, where relevant, primarily as reflected in the city's built form, signage and urban design.

5.1 Support the promotion of multi-cultural identity as reflected in the city's built form.

Particular Provisions

Car parking (Clause 52.06)

Clause 52.06 needs to be considered to determine the appropriateness of the car parking provision of the development. The purpose of this Clause is:

- *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.*

A Place of Assembly requires 0.3 car space to each patron permitted in the Table to Clause 52.06-5.

2.3.1 Town Planning Application - No. 170 Princes Highway, Dandenong (Planning Application No. PLN18/0453) (Cont.)

Land adjacent to a Road Zone, Category 1, or a Public Acquisition Overlay for a Category 1 Road (Clause 52.06)

Clause 52.29 needs to be considered for a use or development adjoining a Road Zone Category 1. The purpose of this Clause is:

- *To ensure appropriate access to identified roads.*
- *To ensure appropriate subdivision of land adjacent to identified roads.*

General Provisions

Clause 65 – Decision Guidelines needs 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 is of relevance. This Clause outlines the requirements that the responsible authority must consider when determining the application.

Proposed Planning Scheme Amendments

The subject site is not affected by any proposed Planning Scheme Amendments.

Restrictive Covenants

A review of the submitted documents has indicated that there are no restrictive covenants on the title.

Council Plan 2017-2021 – Strategic Objectives, Strategies and Plans

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. In accordance with the commitment in Council's Annual Plan, all applications are considered on their merits.

Diversity (Access & Equity)

It is not considered that the proposal raises any diversity issues affecting the planning assessment of this application.

Community Safety

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

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

Referrals

Pursuant to Section 55 of the Planning and Environment Act 1987, the application was externally referred to:

2.3.1 Town Planning Application - No. 170 Princes Highway, Dandenong (Planning Application No. PLN18/0453) (Cont.)

External Referrals	
VicRoads	No objection

Internal

The application was internally referred to Council's Departments for their consideration. The comments provided will be considered in the assessment of the application.

Internal Referrals	
Transport Department	No objection.
Health	No objection.

Advertising

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.
- Placing a sign on the site facing Princes Highway.

No objections were received.

Assessment**Use**

The proposal has been assessed against the relevant provisions of the State and Local Planning Policy Framework, the zoning and overlays, relevant particular provisions, and the decision guidelines of Clause 65. The following are of particular relevance to this application:

Clause 34.02 – Commercial 2 Zone

- To encourage commercial areas for offices, appropriate manufacturing and industries, bulky goods retailing, other retail uses, and associated business and commercial services.

Clause 65 – Decision Guidelines

- The matters set out in section 60 of the Act;
- The purpose of the zone, overlay or other provision;
- The orderly planning of the area

It is important to consider all of the above as a collective when considering proposals such as this. While the Table of Uses within the Commercial 2 Zone does allow for a Place of Assembly subject to a permit being issued for the use, the purpose of the Commercial 2 Zone is to encourage offices,

2.3.1 Town Planning Application - No. 170 Princes Highway, Dandenong (Planning Application No. PLN18/0453) (Cont.)

manufacturing, industries, bulky goods retailing and other retail uses associated business and commercial services. The proposed Place of Assembly is not any of the above nor an associated use.

The reason for the above purposes is to ensure areas are planned in an orderly manner, which is an important consideration of Clause 65 – Decision Guidelines, and planning as a whole. It is vital to ensure areas are planned in orderly manner, with appropriate uses being located in appropriate areas, to protect the viability of the primary use of a particular area. In this instance it is important to ensure that:

- existing and future offices, manufacturing and industries are protected;
- their uses are encouraged; and
- that the land identified as Commercial 2 Zone is not utilised by incompatible uses.

It is considered that the proposed Place of Assembly which would result in patrons remaining on the site for an extended period of time is a sensitive use not suitable in a location surrounded by industries. In particular, the two (2) motor vehicle services located on either side of the site which may result in adverse noise or fume impacts on the proposed use.

These surrounding industrial uses, which are as-of-right uses, would also be further impacted if they sought to operate beyond 6pm by the proposed use due to the potential noise and fumes that these surrounding uses may have on patrons of the proposed use. In addition it is also considered that the proposed Place of Assembly would not relate well with the surrounding uses in that it would be unlikely to serve any need from the staff or visitors to the surrounding area unlike a café or similar.

The proposed use would also potentially hinder any future manufacturing and industrial uses, which are as-of-right uses, from locating within the surrounding premises due to the impact their operation may have on this Place of Assembly. Any future uses would also be limited by their hours of operation.

Furthermore, Section 60 of the *Planning and Environment Act 1987* sets out what matters a Responsible Authority must consider when assessing a planning application. Section 60 (f) outlines that the responsible authority must assess whether:

“any significant social and economic effects which the Responsible Authority considers the use or development may have”.

In addition Clause 71.02-3 - Integrated Decision Making, details that:

“Planning aims to meet the need and expectations of the community by addressing aspects of economic, environmental and social wellbeing”

“Planning and responsible authorities should endeavour to integrate a range of planning policies relevant to the issues to be determined and balance conflicting objectives in favour of net community benefit and sustainable development for the benefit of present and future generations”.

2.3.1 Town Planning Application - No. 170 Princes Highway, Dandenong (Planning Application No. PLN18/0453) (Cont.)

The use of the land for a shisha lounge is not considered to meet the tests of Section 60 of the Act, or Clause 71.02-3 of the Planning Scheme. While it is acknowledged that shisha is a lawful activity, supporting the use of a shisha lounge would not ensure that Council protects the health and wellbeing of the residents of Greater Dandenong as stipulated above, and therefore it would not result in a net community benefit for present or future generations.

‘Net community benefit’ is a well-established planning principle, and has previously been supported by VCAT in cases such as the Red Dot decision of *Beretta’s Langwarrin Pty Ltd v Frankston CC [2009]*.

In addition to this, Council has previously publicly adopted a position of not supporting shisha, due to the negative health impacts associated. This position is supported through Notice of Motion 41 – Shisha Smoking Regulation (adopted by Council on 25 November 2013), and Notice of Motion 62 – Joint Advocacy to Regulate Shisha in Victoria (adopted by Council on 25 May 2015). This is further supported through Councils adopted Community Wellbeing Plan 2017-21, which aims to improve the health and wellbeing of all residents through collaborative planning.

It is considered that the proposed use is not consistent with the purposes of the State and Local Planning Policy Framework, the decision guidelines of the Commercial 2 Zone, the Operational Provisions of the Planning Scheme, and Section 60 of the *Planning and Environment Act 1987*.

Development

No external buildings or works are proposed.

Car Parking

There are 18 car spaces shared between the 4 tenancies on the site and none of the car spaces are allocated to any one tenancy.

The proposed use for 30 patrons would require 9 car parking spaces.

Clause 52.06-3 states that a permit is not required to reduce the required number of car parking spaces for a new use of an existing building if the following requirements are met:

- The building is in the Commercial 1 Zone, Commercial 2 Zone, Commercial 3 Zone or Activity Centre Zone.
- The gross floor area of the building is not increased.
- The reduction does not exceed 10 car parking spaces.
- The building is not in a Parking Overlay with a schedule that allows a financial contribution to be paid in lieu of the provision of the required car parking spaces for the use.

The site is within a Commercial 2 Zone, the gross floor area of the existing building would not be increased and the reduction in the car parking requirement is less than 10 car parking spaces. The building on the site is not within a Parking Overlay.

The proposal meets the above and does not require a reduction in the car parking requirement under this Clause.

2.3.1 Town Planning Application - No. 170 Princes Highway, Dandenong (Planning Application No. PLN18/0453) (Cont.)

In regard to traffic impacts, it is highly unlikely that there would be any significantly adverse impacts given the proposed hours of operation from 6pm to 11:30pm, the availability of car parking on the site and that none of the other 3 tenancies on the site operate beyond 6pm.

Land adjacent to a Road Zone Category 1

Pursuant to Clause 52.29 (Land adjacent to Road Zone, Category 1, or a Public Acquisition Overlay for a Category 1 Road) a permit is required to create or alter access to a Road Zone, Category 1.

The subject site adjoins Princes Highway which is a Road Zone, Category 1. Whilst no physical alteration is proposed to Princes Highway, the application triggers a permit due to the increase in the intensity of use.

The application was referred to VicRoads who has no objection to the proposal.

It is considered that the proposal is consistent with the decision guidelines of Clause 52.29 and would not result in adverse detriment to the operation of Princes Highway.

Conclusion

The application has been assessed against the relevant requirements of the Greater Dandenong Planning Scheme and is considered inappropriate to the site in which it is located.

Accordingly, it is recommended that the application be refused.

Recommendation

That Council resolves to Refuse to grant a planning permit in respect of the land known and described as 170 Princes Highway, Dandenong, for the use of the land for a Place of Assembly (Shisha Lounge) and alteration to a road in a Road Zone Category 1 for the following reasons:

- 1. The location of the site is not suitable for a Place of Assembly (Shisha Lounge), and would not result in orderly planning of the surrounding area, contrary to the purposes of Clause 34.02 (Commercial 2 Zone) and the decision guidelines of Clause 65 of the Greater Dandenong Planning Scheme.**
- 2. The proposed use would impact on the operation of the existing surrounding 'as of right' uses in the Commercial 2 Zone, and may restrict future uses that seek to operate in this area; and**
- 3. The proposed use would not provide a net community benefit in relation to the health and wellbeing of the residents of the municipality as required under Clause 71.02-3 of the Greater Dandenong Planning Scheme, and therefore does not satisfy the considerations of Section 60 of the *Planning and Environment Act 1987*.**

2.3.1 Town Planning Application - No. 170 Princes Highway, Dandenong (Planning Application No. PLN18/0453) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 170 PRINCES HIGHWAY,
DANDENONG (PLANNING APPLICATION NO. PLN18/0453)**

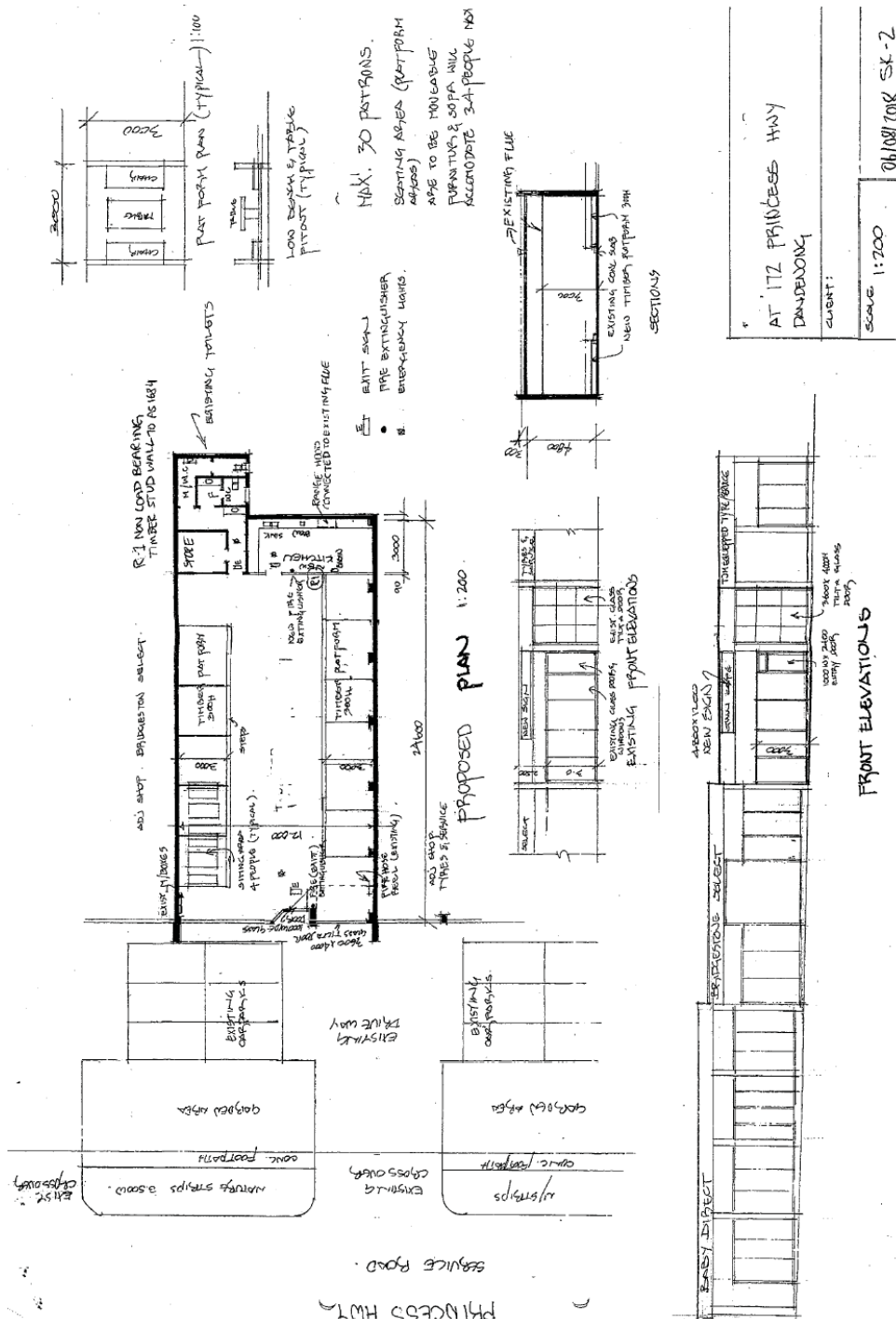
ATTACHMENT 1

SUBMITTED PLANS

PAGES 3 (including cover)

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

2.3.1 Town Planning Application - No. 170 Princes Highway, Dandenong (Planning Application No. PLN18/0453) (Cont.)



2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821)

File Id:	339065
Responsible Officer:	Director City Planning Design & Amenity
Attachments:	Submitted Plans Location of objectors Clause 22.09 Assessment Clause 52.06 Assessment Clause 55 Assessment

Application Summary

Applicant:	Vista Construction Australia Pty Ltd
Proposal:	Development of the land for one (1) double storey dwelling and two (2) single storey dwellings
Zone:	General Residential Zone (Schedule 1)
Overlay:	No Overlays affect the site
Ward:	Red Gum

This application is brought before the Council as it received six (6) objections during the advertising process.

The application proposes the development of the land for three (3) dwellings comprising of one (1) double storey dwelling and two (2) single storey dwellings. A permit is required pursuant to Clause 32.08-6 of the Greater Dandenong Planning Scheme to construct two or

more dwellings on a lot.

Objectors Summary

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. Six (6) objections were received to the application. Issues raised generally relate to matters of:

- Impact of traffic and car parking;
- Lack of privacy;
- Loss of neighbourhood character;
- Loss of security due to many changing residents;

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

- Effects of the development on the quality of life;
- Noise pollution;
- Double storey will affect solar panels;
- Dwelling 2 being built close to easement and Dwelling 3 fence being close to easement;
- Difficulty with garbage collection, emergency services, ambulance etc;
- The proposal will encourage approval of similar developments.

Assessment Summary

As assessed, the application is considered appropriate for approval. The subject land is located in area affected by 'Incremental Change' and the proposal seeks to provide a development which is generally consistent with the residential development and neighbourhood character policy aimed towards achieving this policy outcome. It is noted that the development complies with majority of the design principles, subject to minor variations which are contained within the assessment outlined in this report.

The site is located within an established residential area and is well suited for medium density housing given that the site is zoned for incremental change as well as being within 200m of Princes Highway and public transport, and is well serviced by the Dandenong Activity Centre, schools and parks.

The development is respectful of the preferred neighbourhood character by way of siting, design, mass and bulk. The development meets the car parking requirements of Clause 52.06 and open space provision, and complies with both the State (VPP) and Local Planning Policy Framework (LPP), and is consistent with the objectives of Clause 55.

The proposal contributes to the diversity of housing choices available to suit the changing needs of the community.

The proposal would meet Council's expectations for medium density development which is guided by the policy expectations and design principles of Clause 22.09 *Residential Development and Neighbourhood Character* and the objectives of Clause 55 *Two or more dwellings on a lot*.

Recommendation Summary

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 residential development in the area with this report recommending that the application be supported, and a **Notice of Decision** (which provides appeal rights to objectors) to grant a permit be issued containing the conditions as set out in the recommendation.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

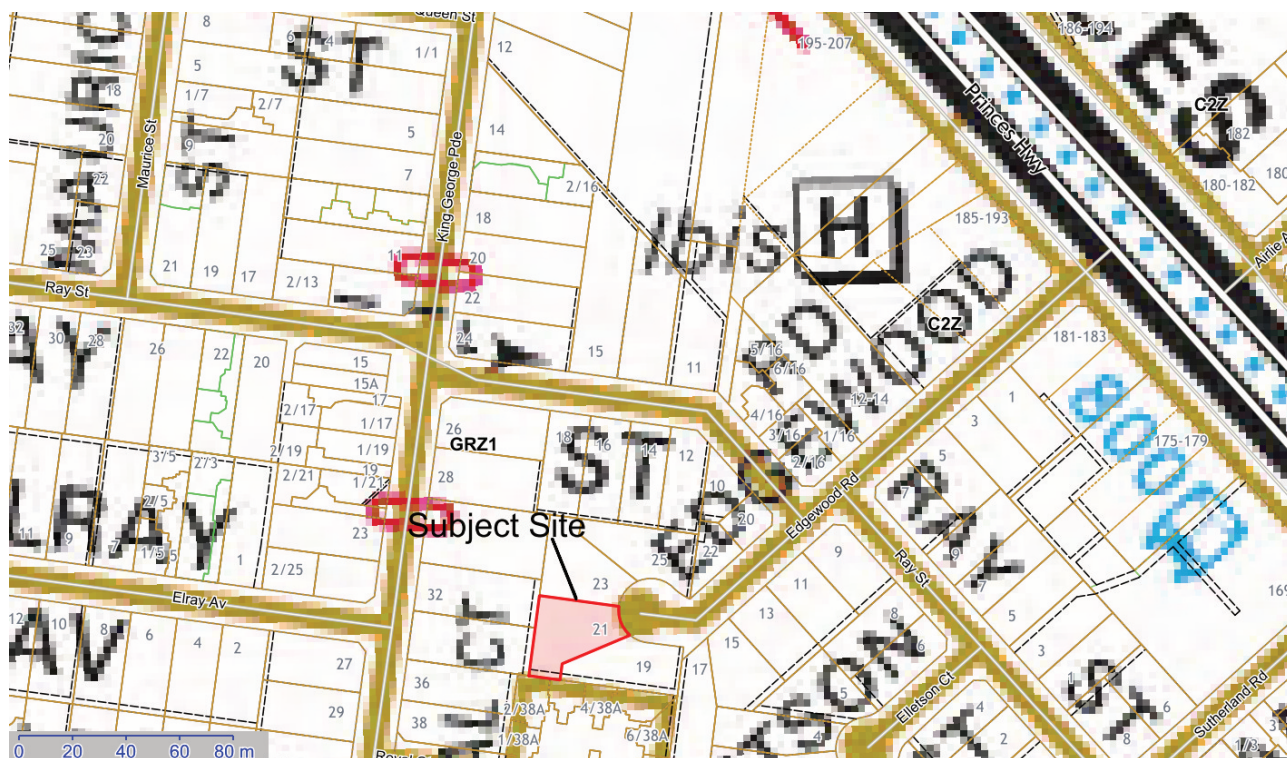
Subject Site and Surrounds

Subject Site

- The subject land is located on the south western side of Edgewood Road at the end of a court bowl. The court bowl is accessed by four (4) dwellings including the subject site.
- It has an irregular, arc-shaped, 12.19m wide frontage (to the north east) on Edgewood Road, and five (5) varying side and rear boundary dimensions measuring 30.30m to the north, 12.19m to the south, 30.48m to the west, 6.10m to the east and 27.55m to the south east, and a site area of 740 square metres.
- A single storey brick veneer dwelling (with a large, separate outbuilding) constructed in 1962 currently occupies the land.
- A drainage easement measuring 2.44m wide runs parallel to the southern boundary.
- The existing vehicle crossover and access are located along the south eastern boundary.
- The existing vegetation on the site and the survey area consists of nine (9) native and exotic trees (fruit trees). There are three (3) trees on the subject site, five (5) on the adjoining sites and one (1) Council tree. Trees on the site have been assessed to be of low-retention value whilst Council's tree at the frontage and neighbouring vegetation would require protection via condition on the permit.

Surrounding Area

- The site is located in an established residential area characterised by detached single and double storey dwellings as well as examples of multi-unit developments, which is increasingly emerging as the future character of the area.
- The site shares boundary with 16 multi-unit dwellings to the south and a two multi-unit dwellings' site to the south west.
- The site is located approximately 1.8 km to the north west of the Central Dandenong Activity Centre and Dandenong Railway Station. There are a wide range of community services and facilities located in the central area.
- In addition, Dandenong West Primary School is located 350m, Dandenong High School 700m and Chisholm TAFE is located approximately 800m from the site.
- The site is also located in proximity to public transport (bus routes) and enjoys regular services on Stud Road, Princes Highway and Cheltenham Road.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)Locality Plan

Melway Reference: 90A4

Background**Previous Applications**

A search of Council records revealed no previous planning applications have been considered for the subject site.

Subject Application

The application was submitted to Council on 29/11/2017. After further information requests including a request for an arboriculture report and revision of the design response to ensure compliance with the scheme requirements, a revised design solution was submitted. The application was advertised receiving six (6) objections against the proposal.

Proposal

The application proposes the development of the land for three (3) dwellings comprising of one double storey dwelling to the frontage and two (2) single storey dwellings to the rear. Details of the proposal are as follows:

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Type of proposal	Multi-dwelling development
Number of dwellings	Three (3) dwellings in total
Levels	Dwelling 1: double storey Dwellings 2 and 3: single storey
Height	Maximum height of 6.59 metres
Orientated to	Dwelling 1: oriented to Edgewood Road Dwellings 2 and 3: oriented to the common accessway
External materials	Ground floor: brick First floor: render and brick Garage: single garage with panel lift door for Dwellings 1 and 2; and one (1) 'open to sky' car space for Dwelling 3. Fencing: 1.8m high timber paling
Setbacks	North (side): 1.0m minimum setback East (frontage to Edgewood Road): 7.5m minimum setback South (side): 2.5m minimum setback South East (side): 5.0m minimum setback West (rear): 0m minimum setback
Private open space type	Dwelling 1: 54m ² of SPOS to the side of the dwelling with a minimum dimension of 5m with additional 90m ² of POS within the front yard. Dwelling 2: 73m ² of private open space area including 30m ² of SPOS to the rear of the dwelling with a minimum dimension of 5m. Dwelling 3: 68m ² of private open space area including 30m ² of SPOS to the side of the dwelling with a minimum dimension of 5m.
Number of car parking spaces required	One (1) car space is required for each dwelling as all dwellings have two (2) bedrooms each. Three (3) car parking spaces have been provided to meet the requirement.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Number of car parking spaces provided	A total of three (3) car parking spaces are provided for the proposed development.
Type of car parking	Dwelling 1: single garage Dwelling 2: single garage Dwelling 3: single car space 'open to sky'
Access	The existing 3m wide crossover on the eastern frontage running parallel along the south eastern boundary will be retained with no additional crossovers proposed.
Front fence	No front fence is proposed
Garden area required	259m ² or 35% of total site area
Garden area provided	266m ² or 35.9%

A copy of the submitted plans is included as Attachment 1.

Victorian Charter of Human Rights and Responsibilities

The Victorian Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to its contents.

Financial Implications

No financial resources are impacted by this report.

Planning Scheme and Policy Frameworks

Pursuant to the Greater Dandenong Planning Scheme, a planning permit is required to construct two or more dwellings on a lot pursuant to Clause 32.08-6 of the General Residential Zone.

The relevant controls and policies are as follows:

Zoning Controls

The subject site is located in a General Residential Zone, as is the surrounding area. The purpose of the General Residential Zone outlined at Clause 32.08 is:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To encourage development that respects the neighbourhood character of the area.*

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

- *To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.*
- *To allow educational, recreational, religious, community and a limited range of other non-residential uses to service local community needs in appropriate locations.*

Pursuant to Clause 32.08-6 of the Greater Dandenong Planning Scheme, a planning permit is required to construct two or more dwellings on a lot.

Neighbourhood character objectives are outlined in the schedule to the zone and discussed extensively in the assessment section of this report.

It is noted that within Schedule 1 to the zone, varied requirements of Clause 55 are set out as follows:

- Standard B6 (Minimum Street Setback) – As per B6 or 7.5 metres, whichever is the lesser;
- Standard B9 (Permeability) – Minimum of 30%; [only valid for GRZ1, not GRZ2];
- Standard B13 (Landscaping) – 70% of ground level front setback, and side and rear setbacks, planted with substantial landscaping and canopy trees [only valid for GRZ1, not GRZ2];
- Standard B28 (Private Open Space) – An area of 50 square metres of ground level, private open space, with one part of the private open space to consist of secluded private open space at the side or rear of the dwelling with a minimum area of 30 square metres, and a minimum dimension of 5 metres and convenient access from a living room; or a balcony with a minimum area of 10 square metres with a minimum width of 2 metres and convenient access from a living room; or a roof-top area of 10 square metres with a minimum width of 2 metres and convenient access from a living room;
- Standard B32 (Front Fence Height) – Maximum 1.5 metre height in streets in Road Zone Category 1, 1.2 metre maximum height for other streets.

Overlay Controls

No overlays affect the subject site or surrounding area.

State Planning Policy Framework

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.*

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

(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.

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.

Settlement (Clause 11)

Settlement is outlined at Clause 11, with Clause 11.02 relating to Managing Growth. The objective of this Clause includes:

- *To ensure a sufficient supply of land is available for residential, commercial, retail, industrial, recreational, institutional and other community uses.*

Built Environment and Heritage (Clause 15)

Planning should promote excellence in the built environment and create places that:

- *Are enjoyable, engaging and comfortable to be in.*
- *Accommodate people of abilities, ages and cultures.*
- *Contribute positively to local character and sense of place.*
- *Reflect the particular characteristics and cultural identity of the community.*
- *Enhance the function, amenity and safety of the public realm.*

Housing (Clause 16)

Clause 16 – Housing – contains the following relevant objectives:

- *Planning should provide for housing diversity, and ensure the efficient provision of supporting infrastructure.*
- *Planning should ensure the long term sustainability of new housing, including access to services, walkability to activity centres, public transport, schools and open space.*
- *Planning for housing should include the provision of land for more affordable housing.*

Clause 16.01-3S – Housing Diversity – contains the following strategies:

- *Ensure housing stock matches changing demand by widening housing choice.*
- *Facilitate diverse housing that offers choice and meets changing household needs through:*
 - *A mix of housing types.*

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

- *Adaptable internal dwelling design.*
 - *Universal design.*
- *Encourage the development of well-design medium-density housing that:*
 - *Respects the neighbourhood character.*
 - *Improves housing choice.*
 - *Makes better use of existing infrastructure.*
 - *Improves energy efficiency of housing.*
- *Support opportunities for a range of income groups to choose housing in well serviced locations.*
- *Ensure planning for growth areas provides for a mix of housing types through a variety of lot sizes, including higher housing densities in and around activity centres.*

Clause 18 - Transport

Clause 18.01-1 - Land use and transport planning – contains the following relevant strategies:

- *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

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

The MSS is contained within Clause 21 of the Scheme. The MSS at **Clause 21.02** focuses on the **Municipal Profile**, within which the following is noted:

- *There is considerable diversity within Greater Dandenong's housing stock. Most housing stock is between 30 to 50 years old, though there are some areas with dwellings in excess of 100 years old. Areas of newer housing are located in the north-east and central southern areas, with in-fill development occurring across the municipality (Clause 21.02-3).*
- *Higher density housing is generally located in proximity to railway stations and major shopping centres, in particular in central Dandenong (Clause 21.02-3).*
- *Whilst there is a clear pre-dominance of single detached dwellings, there are a range of other types of dwellings including dual occupancies, villa-units, town houses and apartments. The highest concentration of older villa units and apartments and more recent multi-unit redevelopments have occurred around central Dandenong, Springvale and Noble Park activity centres (Clause 21.02-4).*
- *With diverse cultural groups that call Greater Dandenong home, there are certain distinct precincts that are emerging that have their own character. Their built form is characterised by buildings*

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

with flat unarticulated facades, prominent balconies, limited frontage/side setbacks, limited or no landscaping (Clause 21.02-4).

A **Vision for Greater Dandenong** is outlined at **Clause 21.03**. The vision is that Greater Dandenong will be a municipality where housing diversity and choice is promoted in its various attractive neighbourhoods.

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:

Clause 21.04-1 Housing and community

- *Greater Dandenong's population is expected to rise by 22 percent, from 147,000 to 179,000 in the decade to 2024, placing pressure on transport networks, infrastructure, services and public open space.*
- *Approximately 9,950 new households will need to be accommodated across the municipality by 2024 (Greater Dandenong Housing Strategy 2014-2024).*
- *Supporting urban consolidation and providing housing in existing areas close to activity centres means that people do not need to travel as far to work, shop or to take part in sports/leisure activities thus reducing the environmental impacts of transport.*
- *Increases in housing density must be balanced by adequate provision of open space, good urban design and improvements to the public realm.*
- *Encourage the provision of housing that is adaptable to support the needs of the changing needs of present and future residents.*
- *Encourage innovative redevelopment and renewal of deteriorating housing stock and older styled higher-density apartments and multi-unit developments.*
- *Encourage new residential development that incorporates adequate space for the planting and the long term viability and safe retention of canopy trees.*
- *Respecting the valued, existing neighbourhood character within incremental and minimal change areas.*
- *Requiring medium-density developments to be site and locality responsive and to respect existing and proposed neighbourhood character.*

Clause 21.05-1 – Urban design, character, streetscapes and landscapes – contains the following relevant objectives and strategies:

- *To facilitate high quality building design and architecture.*
 - *Ensure building design is consistent with the identified future character of an area and fully integrates with surrounding environment.*
 - *Encourage high standards of building design and architecture, which allows for flexibility and adaptation in use.*
 - *Encourage innovative architecture and building design.*

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

- *To facilitate high quality development, which has regard for the surrounding environment and built form.*
 - *Promote views of high quality landscapes and pleasing vistas from both the public and private realm.*
 - *Promote all aspects of character – physical, environmental, social and cultural.*
 - *Encourage planting and landscape themes, which complement and improve the environment.*
 - *Encourage developments to provide for canopy trees.*
 - *Recognising valued existing neighbourhood character and promoting identified future character as defined in the Residential Development and Neighbourhood Character Policy at Clause 22.09.*
- *To protect and improve streetscapes*
 - *Ensure that new developments improve streetscapes through generous landscape setbacks and canopy tree planting.*
 - *Ensure landscaping within private property that complements and improves the streetscapes and landscaping of public areas.*
- *To ensure landscaping that enhances the built environment*
 - *Encourage new developments to establish a landscape setting, which reflects the local and wider landscape character.*
 - *Encourage landscaping that integrates canopy trees and an appropriate mix of shrubs and ground covers and complements and integrates with existing or proposed landscaping in public areas.*

Clause 22.09 – Residential Development & Neighbourhood Character Policy – contains the following objectives at Clause 22.09-2:

- *To guide the location and design of different types of residential development within Greater Dandenong, having regard to State and local planning policies, while respecting the valued characteristics and identified future character of residential neighbourhoods.*
- *To ensure that new residential development is consistent with the identified future character and preferred built form envisaged for the three Future Change Areas.*
- *To provide certainty about which areas are identified for, or protected from, increased residential development consistent with the purpose of the applicable zone.*
- *To facilitate high quality, well designed residential development and on-site landscaping.*
- *To promote a range of housing types to accommodate the future needs of the municipality's changing population.*
- *To ensure that residential development uses innovative, responsive and functional siting and design solutions that:*

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

- *Achieve high quality internal amenity and private open space outcomes for future residents;*
- *Make a positive contribution to the streetscape through quality design, contextual responsiveness and visual interest;*
- *Promote public realm safety by maximising passive surveillance.*
- *Demonstrate responsiveness to the site, adjoining interfaces, streetscape and landscape context;*
- *Respect the amenity of adjoining residents and the reasonable development potential of adjoining properties;*
- *Achieve environmentally sustainable design outcomes;*
- *Use quality, durable building materials that are integrated into the overall building form and façade; and*
- *Minimise the visual dominance of vehicle accessways and storage facilities, such as garages, car ports and basement entrances.*

Clause 22.09-3.1 (Design Principles) provides design principles, which apply to all Future Change Areas.

Clause 22.09-3.3 (Incremental Change Areas) provides design principles, some of which also relate to the variances to the requirements of standards to Clause 55 under the schedule to the General Residential Zone. The guidelines are as follows:

- *Preferred housing type – The preferred housing type for the Incremental Change Area is medium density.*
- *Building Height – The preferred maximum building height for land within the GRZ1 and GRZ2 is up to 2 storeys, including ground level.*
- *Landscaping – Residential development should use landscaping to create a landscaped character, particularly canopy trees in front and rear gardens; and to protect the outlook of adjoining properties.*
- *Setbacks, front boundary and width – Parking, paving and car access within the front boundary setback should be limited in order to maximise the opportunity for soft landscaping and prevent the over dominance of carport and garages in the street.*
- *Private Open Space – Residential development should provide secluded private open space at the side or rear of each dwelling to avoid the need for excessive screening or high front fencing.*
- *Bulk – Residential development should:*
 - *Ensure that the built form respects the scale of existing prevailing built form character and responds to site circumstances and streetscape;*
 - *Provide separation between dwellings at upper level;*
 - *Retain spines of open space at the rear of properties to maximise landscaping opportunities and protect private secluded open space;*

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

- *Position more intense and higher elements of built form towards the front and centre of a site, transitioning to single storey elements to the rear of the lot.*
- *The rearmost dwelling on a lot should be single storey to ensure the identified future character of the area and the amenity of adjoining properties is respected by maximising landscaping opportunities and protecting adjoining private secluded open space.*
- *Two storey dwellings to the rear of a lot may be considered where:*
 - *The visual impact of the building bulk does not adversely affect the identified future character of the area;*
 - *Overlooking and/or overshadowing does not adversely affect the amenity of neighbouring properties;*
 - *The building bulk does not adversely affect the planting and future growth of canopy trees to maturity;*
 - *Sufficient side and rear boundary landscaping can be provided to screen adjoining properties;*
 - *Upper storey components are well recessed from adjoining sensitive interfaces.*
- *Residential development should be well articulated through the use of contrast, texture, variation in forms, materials and colours.*

Particular Provisions**Car Parking (Clause 52.06)**

The purposes of this provision, Clause 52.06, 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.*

Clause 52.06-2 notes that a new use must not commence or the floor area of an existing use must not be increased until the required car spaces have been provided on the land.

The required spaces are identified in the table to Clause 52.06-5. Clause 52.06-3 further notes that a permit may be granted to reduce or waive the number of car spaces required by the table.

The table at Clause 52.06-5 notes that a dwelling with 1 or 2 bedrooms requires 1 car space and a dwelling with 3 or more bedrooms requires 2 spaces to each dwelling.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Car parking is to be designed and constructed in accordance with the requirements of Clause 52.06-9 and 52.06-11 of the Scheme.

Two or more dwellings on a lot and residential buildings (Clause 55)

Pursuant to Clause 55 of the Greater Dandenong Planning Scheme, the provisions of this Clause apply to an application:

- *To construct two or more dwellings on a lot.*

The purposes of this clause are:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To achieve residential development that respects the existing neighbourhood character or which contributes to a preferred neighbourhood character.*
- *To encourage residential development that provides reasonable standards of amenity for existing and new residents.*
- *To encourage residential development that is responsive to the site and the neighbourhood.*

A development:

- *Must meet all of the objectives of this clause.*
- *Should meet all of the standards of this clause.*

If a zone or a schedule to a zone specified a requirement of a standard different from a requirement set out in this clause, the requirement in the zone or a schedule to the zone applies.

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

General Provisions

Clause 65 – Decision Guidelines needs 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 is of relevance. This Clause outlines the requirements that the responsible authority must consider when determining the application.

Proposed Planning Scheme Amendments

There are no planning scheme amendments which affect the site.

Restrictive Covenants

There are no covenants or agreements registered on title.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)**Council Plan 2017-2021 – Strategic Objectives, Strategies and Plans**

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. In accordance with the commitment in Council's Annual Plan, all applications are considered on their merits.

Diversity (Access & Equity)

It is not considered that the proposal raises any diversity issues affecting the planning assessment of this application.

Community Safety

It is considered that there would be no adverse community safety implications in permitting the proposal.

Safe Design Guidelines

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

Referrals**External**

The application was not required to be referred to any external referral authorities pursuant to Section 55 of the Planning and Environment Act 1987.

Internal

The application was internally referred to the following Council's Departments for their consideration. The comments provided will be considered in the assessment of the application.

Internal Referrals	
Civil Development	No objection, subject to conditions on permit
Transport Planning	No objection, subject to conditions on permit
Waste Management	No objection, no conditions
Bushland and Gardening	No objection, subject to conditions on permit

Advertising

The application has been advertised pursuant to Section 52 of the Planning and Environment Act 1987, by:

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

- Sending notices to the owners and occupiers of adjoining and surrounding land.
- Placing a sign on site facing Edgewood Road.

The notification has been carried out correctly.

Council has received six (6) objections to date. These comprise of four (4) objections from owner/occupiers in Edgewood Road and two (2) objections from owner/occupiers of dwellings in King George Parade.

The location of the objectors is shown in Attachment 2.

Consultation

A consultative meeting was held on 5/09/2018, with four (4) of the six (6) objectors, one Councillor and Council representatives in attendance. The applicant was absent at the meeting. The issues were discussed at length with the objectors. The objections as submitted still stand as received.

Summary of Grounds of Submissions/Objections

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

- **Traffic and Parking**

Clause 52.06 of the Greater Dandenong Planning Scheme requires one (1) car space to be provided for a one (1) or two (2) bedroom dwelling, two (2) car spaces for a three (3) or more bedroom dwelling, and a visitor car space for every five (5) dwellings. The proposal contains two (2) bedrooms for each of the three (3) dwellings. Each dwelling has been provided with the required car space for each dwelling in accordance with the standard. The number of car parking space provided for each dwelling complies with the requirements of Clause 52.06 for the number of bedrooms proposed.

Furthermore, the surrounding street network has been designed to accommodate existing and future traffic volumes, and this development will not place unreasonable additional pressure on the street network. Some additional traffic is anticipated from any development that occurs in the area. However, it is considered that the traffic generated by the proposed development, being only two (2) additional dwellings, would not be excessive and that the surrounding residential streets would be able to cater for the proposed traffic increase.

Council's Transport Planning Unit has assessed the proposal in the light of any likely traffic and parking generation and has concluded that the proposed development would not have adverse impact on the street.

- **Lack of privacy**

The proposed development has only one dwelling which is two storeys. This dwelling is located to the front of the site and habitable room windows at the first floor level are required to be secured or screened to avoid overlooking where there is an issue of overlooking.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

All first floor habitable room windows within this development have been provided with fixed obscured glazed windows to 1.7 metre above the first floor level or have high sill windows. As such, the overlooking objective of Standard B22 of Clause 55 of the scheme provisions has been satisfied. Also, the external boundaries are already screened or are proposed to be screened with a minimum 1.8 metres high timber paling fence (shown on the elevation plan) to provide privacy to the adjoining sites. However, as this fence has not been indicated on the site layout plan, a condition will be imposed to rectify this omission (Refer to Condition 1.5). As a result, the issue of overlooking has been fully addressed in this proposed development.

- **Loss of neighbourhood character**

Some of the objectors raised concerns with the only double storey dwelling in the proposed development and state that it would result in the loss of neighbourhood character of the area.

The surrounding neighbourhood is comprised of single and double storey dwellings. Whilst it is true that the existing dwellings directly abutting the proposed development are single storey dwellings, this is not considered as the emerging or the preferred future character or built form of the area. It is noted that the prevailing or emerging multi-unit developments building form within the wider area is overwhelmingly townhouse, double-storey dwellings. In particular some of these multi dwellings are found in the subject street and in the surrounding streets. For example, there are three (3) townhouses on the corner of Edgewood Road and Ray Street (only 30m from the subject site), on Princes Highway, King George Parade and Ray Street.

It is considered that the proposed two storey built form within the proposed development is generally consistent with the emerging character of built form of the area, with the subject site being located within the cul-de-sac location, incorporating finished materials and design details that would be sympathetic to its surrounds and appropriate setbacks from the adjoining boundaries.

- **Affects of the development on the quality of life**

Some of the objectors have formed a view that the proposed development will adversely affect their quality of life and state that already they have experienced the adverse effects of previously approved developments in the area. The refusal to grant a permit to an application which complies with all the planning scheme requirements cannot be justified on the grounds of quality of life.

- **Noise pollution**

Some of the objectors state that additional dwellings in the area will lead to increase in noise during and after the construction of the dwellings. It is considered that the proposed dwellings would not result in any substantial increase in either noise or air pollutants beyond what currently prevails in the area, with the development proposing a residential development in a residential area. Thus, the amenity of the area would be retained.

- **Double storey will affect solar panels**

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

The subject land has east to west orientation and the dwellings have been designed to allow all adjoining dwellings to receive appropriate amount of solar access into its secluded private open space to the north whilst retaining the existing driveway along the southern boundary where the shadow of the only double storey dwelling would fall.

Furthermore, the dwellings are appropriately located and set back from all site boundaries to prevent overshadowing on adjoining sites. The shadow diagrams provided with the application demonstrate that any shadow cast will predominantly fall on the driveway within the development site, the car space of Dwelling 3; or on the setback created for the easement. The shadows that would fall from this development have been assessed to be in accordance with Clause 55.04-5 - Standard B21 whereby a minimum of five hours of sunlight between 9.00am and 3.00pm on 22 September would be received by all adjoining properties.

The proposed dwellings would not cast shadow on the solar panels which are on the roof of the adjoining dwelling to the north since the proposal complies with the new requirements regarding sunlight and solar panels.

- **Dwelling 2 being built close to easement and Dwelling 3 fence being close to easement**

Council's Civil Development Unit has assessed the application including the dwellings proximity to either the existing easement or fence and has confirmed that there are no issues with the proximity to either the easement or fence.

- **Difficulty with garbage collection, emergency services, ambulance etc.**

Council Transport Planning Unit and Waste Management Units have assessed the proposal and have advised that the proposed development will not impact on garbage truck turning in the court.

Council's Transport Planners have also considered the application in relation to accessibility of ambulance or emergency vehicles to the court and have expressed no concerns in regards to this matter.

- **The proposal will encourage approval of similar developments.**

Each application is assessed on its own merits, and the proposed development does not set any precedent as stated by the objectors.

Assessment

The application has been assessed against the relevant sections of the Greater Dandenong Planning Scheme, including:

- State and Local Planning Policy Framework
- Clause 32.08 General Residential Zone – Schedule 1
- Clause 22.09 Residential Development and Neighbourhood Character Policy
- Clause 55 Two or more dwellings on a lot and residential buildings
- Clause 52.06 Car Parking

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)**State and Local Planning Policy Framework**

In considering State and Local Planning Policy, Council can establish that an acceptable planning outcome of the proposed development will be guided by Clause 55 *Two or more dwellings on a lot* and Clause 22.09 *Residential Development and Neighbourhood Character* of the Greater Dandenong Planning Scheme. Each of these components ensures that Council facilitates the orderly development of urban areas, which is a specific objective of Clause 11.02 *Settlement*.

The objectives of Clause 15.01 *Urban Environment* and Clause 21.05-1 *Built Form* outline the key considerations in which a development must respond to urban design, character, streetscapes and landscape issues. It is considered that the proposal would provide an adequate building design that is respectful to the broader character of the area and the preferred future character of the area. The proposal affords substantial side and rear setbacks for landscaping availabilities, a strong design theme and has adequately considered the adjoining context to limit visual amenity impacts through visual bulk, overlooking, overshadowing or the like.

The proposal's compliance with Clause 22.09 and Clause 55 ensures that the development would achieve the objectives set out in Clause 15.01 and Clause 21.05-1. As such Council officers recommend that the application be approved subject to planning permit conditions as necessary.

General Residential Zone – Schedule 1**Garden area**

In accordance with the recently gazetted Amendment VC110 and the provisions of Clause 32.08-4 General Residential Zone, the following garden area requirement is applicable:

- Where a planning permit is required for the construction of dwellings, the lot must (mandatory requirement) provide the minimum garden area as required.
- Garden area is defined by the scheme as: 'an uncovered outdoor area of a dwelling or residential building normally associated with a garden. It includes open entertaining areas, decks, lawns, garden beds, swimming pools, tennis courts and the like. It does not include a driveway, any area set aside for car parking, any building or roofed area and any area that has a dimension of less than 1 metre'.

As the subject lot is 740m² in area, the minimum percentage set aside as garden area is to be 35%. A total of 259m² is therefore to be set aside as garden area.

A calculation undertaken by Council Officers shows that that approximately 266m² of area is set aside as garden area (or 35.9%), thus meeting the garden area requirement.

Neighbourhood character objectives

The following neighbourhood character objectives are applicable to the General Residential Zone:

- *To ensure the scale, built form and setbacks of residential developments respond to the existing site circumstances by respecting the predominant built form, façade and street patterns.*

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

- *To provide appropriate front, side and rear setbacks, garden areas and significant private open space to allow for substantial high quality landscaping and canopy trees to protect the amenity of adjoining properties and to create a landscape character.*
- *To maximise the opportunities to create high quality landscaping, through minimal paving and the use of permeable ground surfaces.*
- *To ensure vehicle accessways and storage facilities do not visually dominate the streetscape.*
- *To ensure that residential development achieves high quality useable private open space outcomes for future residents, including the provision of secluded private open space at the side or rear of each dwelling.*

The proposed dwellings respect the existing and preferred future built form character of the area, including by appropriately siting the footprint to minimise visual impact to the adjoining allotments. The first floor footprint is appropriately recessed through visual recessions, material usage, and visual separation at first floor, textures and colours.

The proposal affords generous front, side and rear setbacks to allow for substantial canopy planting across the site and seeks to improve the landscape character of the area. Canopy trees will need to be used within the secluded private open space area of each dwelling to soften the built form. A landscape plan will be required through a condition of permit.

Each dwelling will have access to a reasonably large secluded private open space area with good direct northern and western access to sunlight.

Car parking areas for the dwellings are all located to the rear away from the streetscape with Dwelling 3 having an 'open to sky' car space. Dwelling 1 has its frontage fronting the cul de sac and a separate pedestrian access from the frontage links the court bowl to the entry.

Schedule requirements

The proposal complies with all requirements of Schedule 1 of the GRZ.

Two or more dwellings on a lot and residential buildings (Attachment 4)

The proposal complies with all requirements of Clause 55, except in the following instances:

Clause 55.03-7 Safety objective

Relevant objective:

- *To ensure the layout of the development provides for the safety and security of residents and property.*

Standard B12

In accordance with the Standard, developments should be designed to provide good lighting, visibility and surveillance of car parks. Whilst lighting has appropriately been provided, it is noted that there are no windows from a habitable room on Dwelling 2 to overlook the common accessway. A window

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

for bedroom 2 of Dwelling 2 is required in this instance to provide surveillance from that dwelling onto the development. Consequently, a condition is required to meet this standard (*Refer to Conditions 1.2*).

Clause 55.03-8 - Landscaping objectives:

To encourage development that respects the landscape character of the neighbourhood

- *To provide appropriate landscaping.*

Standard B13

The landscape layout and design should:

- *Protect any predominant landscape features of the neighbourhood.*
- *Allow for intended vegetation growth and structural protection of buildings.*
- *Provide a safe, attractive and functional environment for residents.*
- *Development should provide for the replacement of any significant trees that have been removed in the 12 months prior to the application being made.*
- *The landscape design should specify landscape themes, vegetation (location and species), paving and lighting.*

In accordance with this standard, a detailed landscape plan is required to protect the dominant landscape character of the area. A concept landscape plan has been shown on the plans, however, this is considered inadequate. Consequently, a comprehensive landscape plan would be required which should include the existing landscaping at the frontage as a condition on the permit (*Refer to Conditions 1.3 and 2*).

Clause 55.05-3 - Daylight to new windows objective

"To allow adequate daylight into new habitable room windows".

Standard B27

- *A window in a habitable room should be located to face:*
- *An outdoor space clear to the sky or a light court with a minimum area of 3 square metres and*
- *minimum dimension of 1 metre clear to the sky, not including land on an abutting lot, or*
- *A verandah provided it is open for at least one third of its perimeter, or*
- *A carport provided it has two or more open sides and is open for at least one third of its perimeter.*

The design shows that the north-facing wall of the family room of Dwelling 2 has a minimum separation distance of 1.0m from the boundary fence. With the eaves above the space, there is obstruction of solar access or daylight thus, a poor design outcome. It is therefore appropriate to require that the eave on the north elevation of Dwelling 2's living room be deleted via condition on the permit (*Refer to Condition 1.4*).

Residential Development and Neighbourhood Character Policy

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 22.09 directs the preferred character for all residential development within the municipality. In the assessment of the proposal against the design principles at Clause 22.09-3.1, the development demonstrates a design response appropriate of the site's context.

The proposal also addresses the design principles of Clause 22.09-3.3 for Incremental Change Areas, including housing type, building height, bulk and built form, landscaping and private open space. The preferred housing type for Incremental Change Areas is medium density, which is characterised by well-designed and site responsive medium density residential developments.

The proposed development has also been assessed against Clause 22.09-3.2 *Incremental Change Areas* (full assessment at Attachment 3) of the Greater Dandenong Planning Scheme. The proposal complies with all design principle requirements of Clause 22.09-3.1 and Clause 22.09-3.3.

Under the general design principles, materials and finishes are considered important attributes for sustainable residential development. The type of materials and finishes applied to a residential development ensures its ongoing affordability, sustainability, low maintenance, and energy efficiency of the life of a building. It is considered that the blending of brick with render cement for cladding of the two storey dwelling is appropriate.

Clause 52.06 Assessment

A Clause 52.06 Assessment is attached to this report at *Attachment 5*. It is noted that the proposal complies with all car parking and access requirements of the scheme.

Vegetation & Tree Impact (Site & Surrounds)

An Arboriculture report was prepared for the development. A summary of the report indicates that there are nine (9) exotic and native trees on the site and immediate surrounds. The trees on the subject site are predominantly fruit trees with low retention value. However, some of the trees located adjacent to the site's boundaries are considered to be healthy consequently requiring tree protection measures. Also Council's tree located at the frontage of the site would be required to be protected and retained via condition on any permit issued as recommended by Council's Arborist.

Conclusion

The proposal is generally consistent with the provisions of the Greater Dandenong Planning Scheme, including the zoning requirements, local policy direction, application of Clause 55, and the decision guidelines of Clause 65.

The proposed development of three (3) dwellings on the subject site is considered appropriate and in accordance with the policy of residential development in an incremental change area within which the land is located. The proposed development is considered to be design responsive in terms of safety, visual bulk, height, setbacks, private open space, car parking and landscaping. The double storey nature of one of the dwellings is considered appropriate as this allows for reasonable space around the dwellings for landscaping and private open space areas. Given the site's proximity to Dandenong Activity Centre, public transport, and community facilities including schools and parks, the proposal is considered appropriate.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)**Recommendation**

That Council resolves to issue a Notice of Decision to grant a permit in respect of the land known and described as 21 Edgewood Road, Dandenong VIC 3175, for the development of the land for one (1) double storey dwelling and two (2) single storey dwellings, in accordance with the plans submitted with the application subject to the following conditions:

1. Before the development starts, one (1) copy of amended plans drawn to scale and dimensioned, must be submitted to the Responsible Authority for approval. No buildings or works must be commenced until the plans have been approved and endorsed by the Responsible Authority. The endorsed copy of the plans forms part of this permit. The plans must be in accordance with the plans submitted with the application, subject to the following conditions:
 - 1.1. The 'southern' and 'eastern' elevations correctly labelled on the elevation plans.
 - 1.2. Provision of a full length window on the east facing wall of bedroom 2 of Dwelling 2 to provide surveillance onto the common accessway
 - 1.3. Landscape plans in accordance with Condition 2.
 - 1.4. Delete eaves from the north elevation windows of family room to provide for daylight and solar access.
 - 1.5. Provide notation of the type and height of fencing along all the external boundaries on the site layout plan.

All to the satisfaction of the Responsible Authority
2. Before the approved development starts, and before any trees or vegetation are removed, a landscape plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The landscape plan must be prepared by a person or firm with suitable qualifications to the satisfaction of the Responsible Authority, drawn to scale with dimensions and one (1) copy must be provided. The landscape plan must be generally in accordance with the plans submitted with the application but modified to show:
 - 2.1. Plans to accord with Condition 1 of this permit.
 - 2.2. The site at a scale of 1:100, including site boundaries, existing and proposed buildings, neighbouring buildings, car parking, access and exit points, indicative topography and spot levels at the site corners, existing and proposed vegetation, nature strip trees, easements and landscape setbacks.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

- 2.3. Details of the proposed layout, type and height of fencing**
- 2.4. Legend of all plant types, surfaces, materials and landscape items to be used including the total areas of garden and lawn.**
- 2.5. At least one (1) advanced canopy tree with a minimum planting height of 1.5 metres within the rear secluded open space areas each dwelling; and two (2) advance canopy trees within the frontage of Dwelling 1.**
- 2.6. Medium sized shrubs to be planted along the shared accessway.**
- 2.7. Any paving or deck areas within the secluded open space area of the proposed dwellings on a permeable base.**
- 2.8. Council tree numbered 1 in the Preliminary Tree Assessment Report prepared by Treespace Solutions Pty Ltd dated 12 February 2018 is to be retained and protected with fencing compliant with AS4970-2009.**
- 2.9. Neighbouring trees numbered 4, 5, 6, 7 and 9 in the report must have ground protection systems established to minimise root damage, in compliance with As-4970-2009.**

When approved, the landscape plan will be endorsed and will form part of this permit.

The provisions, recommendations and requirements of the landscape plan must be implemented and complied with to the satisfaction of the Responsible Authority.

Landscaping in accordance with the endorsed landscaping plan and schedule must be completed before the building is occupied.

- 3. Except with the prior written consent of the Responsible Authority, the layout of the land and the size, design and location of the buildings and works permitted must always accord with the endorsed plan and must not be altered or modified**
- 4. Except with the prior written consent of the Responsible Authority, the approved building must not be occupied until all buildings and works and the conditions of this permit have been complied with.**
- 5. Provision must be made for the drainage for proposed development including landscaped and paved areas, all to the satisfaction of the Responsible Authority.**
- 6. The connection of the internal drainage infrastructure to the Legal Point of Discharge must be to the satisfaction of the Responsible Authority.**

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

7. 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 approval letter. Approval of drainage plan including any retention system within the property boundary is required.
8. Access to the site and any associated roadwork must be constructed, all to the satisfaction of the Responsible Authority. Alteration of existing vehicle crossing will require a Vehicle Crossing Permit. Note any redundant vehicle crossing will need to be removed and reinstated with kerb in accordance with Council Standards.
9. Any works undertaken within the road reservation and easements will require the developer to obtain a Civil Works Permit from Council.
10. Prior works commencing the developer will need to obtain an Asset Protection Permit from Council.
11. Except with the prior written consent of the Responsible Authority, floor levels shown on the endorsed plan must not be altered or modified
12. Before the approved buildings are occupied, the development must be provided with external lighting capable of illuminating access to each garage, car parking space and pedestrian walkway. Lighting must be located, directed and shielded to the satisfaction of the Responsible Authority so as to prevent any adverse effect outside the land.
13. Before the approved buildings are occupied, the obscure glazing to the windows shown on the endorsed plans must be provided through frosted glass or similarly treated glass. Adhesive film or similar removable material must not be used.
14. All glazing must at all times be maintained to the satisfaction of the Responsible Authority.
15. Before the approved buildings are occupied, all boundary walls in the development must be constructed, cleaned and finished to the satisfaction of the Responsible Authority.
16. All piping and ducting above the ground floor storey of the building, except for downpipes and spouting, shall be concealed to the satisfaction of the Responsible Authority.
16. This permit will expire if:-
 - 16.1. The development or any stage of it does not start within two (2) years of the date of this permit, or
 - 16.2. The development or any stage of it is not completed within four (4) years of the date of this permit

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

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.

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

- a. The request for the extension is made within twelve (12) months after the permit expires; and**
- b. The development or stage started lawfully before the permit expired.**

Permit notes

A Building Approval is required prior to the commencement of the approved development. This planning permit does not constitute any building approval.

Approval of any retention system within the property boundary is required by the relevant building surveyor.

A Report of Consent for Build Over Easement is required for the proposed shed over the existing 2.44m wide drainage & sewerage easement within the rear.

Before commencement of the development occurs, the applicant should contact the City of Greater Dandenong's Civil Development and Design Unit regarding legal point of discharge, new crossings, building over easements, etc.

As this is an established site, the proposed internal drainage should be connected to the existing legal point of discharge. The applicant may apply for local drainage information, if available; otherwise on site verification should be undertaken by the applicant.

A Vehicle Crossing Permit must be obtained from Council for all vehicular crossings prior to construction of the crossings. You may be required to apply for a Asset Protection Permit from Council's engineering services. Queries regarding engineering requirements can be directed to Council's general phone number on 8571 1000.

No buildings or works shall be constructed over any easement without the written consent of the relevant authorities.

This permit has been granted on the basis that consent to build over any easement will be obtained from the relevant authority. If consent is not able to be obtained, the development plan will be required to be amended.

Tree protection measures must be established around Council's tree and neighbouring in accordance with recommendations of the Arboriculture Report and Council's Arborist.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 21 EDGEWOOD ROAD,
DANDENONG (PLANNING APPLICATION NO. PLN17/0821)**

ATTACHMENT 3

CLAUSE 22.09 ASSESSMENT

PAGES 11 (including cover)

If the details of the attachment are unclear please contact Governance on 8571 5309.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Assessment Table for Clause 22.09

Clause 22.09-3.1 Design Principles for all residential developments

Title /Objective	Principles	Principle met/Principle not met/NA
Safety	To encourage the provision of safer residential neighbourhoods, new development should enable passive surveillance through designs that:	
	Incorporate active frontages including ground floor habitable room windows.	<p>✓ Principle met</p> <p>All the dwellings have active frontages. However, it is noted that whilst Dwelling 2 has a visible entry overlooking the common accessway, it fails to provide a habitable room window to overlook the common accessway. This issue has been rectified via a condition on the permit.</p>
	Maximise the number of habitable room windows on all levels of residential buildings that overlook the public realm, streets, laneways, internal access ways and car parking areas.	<p>✓ Principle met</p> <p>The proposal complies with Dwellings 1 and 3 and as per the above, a condition has been imposed on the permit for the provision of a habitable room window to Dwelling 2's bedroom 2 to overlook the common accessway to rectify this anomaly.</p>
	Use semi-transparent fences to the street frontage.	<p>✓ Principle met</p> <p>No front fence is proposed</p>
	Light communal spaces including main entrances and car parking areas with high mounted sensor-lights.	<p>✓ Principle met</p> <p>Provision has been made for lighting on the common accessway.</p>
	Ensure that all main entrances are visible and easily identifiable from the street.	<p>✓ Principle met</p> <p>Each dwelling's entry is visible and easily identifiable from the street or common accessway.</p>

If the details of the attachment are unclear please contact Governance on 8571 5309.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

	Locate non-habitable rooms such as bathrooms, away from entrances and street frontage.	<p>✓ Principle met</p> <p>Dwellings 1 and 2 have their bathrooms adjacent to the frontage. However this is considered acceptable as they are not conspicuous and are tucked beside or behind the dwellings' entries.</p>
Landscaping	Residential development should:	
	Provide substantial, high quality on-site landscaping, including screen planting and canopy trees along ground level front and side and rear boundaries.	<p>✓ Principle met</p> <p>The proposal provides significant setbacks to the front, side and rear allowing for significant landscaping opportunities to be provided, thus maintaining the landscape character of the site, and also serving to soften the built form of the proposal to adjoining allotments.</p>
	Provide substantial, high quality landscaping along vehicular accessways.	<p>✓ Principle met</p> <p>This objective will be achieved as landscaping areas have been made available along the common accessway. A condition requiring a landscape plan for the site will also will incorporate planting of vegetation where relevant along the common accessway to enhance amenity of the site</p>
	Include the planting of at least one substantial canopy tree to each front setback and ground level secluded private open space area.	<p>✓ Principle met</p> <p>The development has made available areas for substantial landscaping on the site. The concept landscape plan show that at least one canopy tree is proposed within each dwellings secluded private open space area with one canopy tree to be included at the frontage.</p>
	Planting trees that are common to and perform well in the area.	<p>✓ Principle met</p> <p>The required landscape plan will include plants that are common within the area.</p>

If the details of the attachment are unclear please contact Governance on 8571 5309.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

	Avoid the removal of existing mature trees by incorporating their retention into the site design.	<p>✓ Principle met</p> <p>An accompanying arboriculture report notes that there are trees on the site itself with non-retention value. Those exotic trees predominantly fruit trees would be removed and replaced with appropriate canopy trees. In respect to trees from the neighbouring sites which encroach on the subject site, these trees and Council's tree on the road reserve will be protected via condition on the permit.</p>
	Use landscaping to soften the appearance of the built form when viewed from the street and to respect the amenity of adjoining properties.	<p>✓ Principle met</p> <p>A condition on the permit requiring a landscape plan which would include canopy trees would ensure that the built form is softened through planting of trees.</p>
	Ensure that landscaping also addresses the Safety Design Principles.	<p>✓ Principle met</p> <p>The landscape condition imposed on the permit will address any safety concerns.</p>
	Canopy trees should be planted in well-proportioned setbacks/private open space that are sufficient to accommodate their future growth to maturity.	<p>✓ Principle met</p> <p>Areas set aside for landscaping is sufficient to provide for canopy trees to thrive on the site.</p>
	Landscaping should minimise the impact of increased storm water runoff through water sensitive urban design and reduced impervious surfaces.	<p>✓ Principle met</p> <p>The substantial areas set aside for landscaping will ensure a reduction of storm water runoff from the site.</p>
	Landscaping should be sustainable, drought tolerant, and include indigenous species and be supported through the provision of rainwater tanks.	<p>✓ Principle met</p> <p>The imposed landscaping condition has addressed this issue and type of species relevant to achieve this outcome has been included.</p>
	The existing level of on-street car parking should be maintained by avoiding second crossovers on allotments with frontage widths less than 17 metres.	<p>✓ Principle met</p> <p>No new crossover(s) are proposed.</p>
	Car parking	

If the details of the attachment are unclear please contact Governance on 8571 5309.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

	On-site car parking should be:	<ul style="list-style-type: none"> Well integrated into the design of the building, Generally hidden from view or appropriately screened where necessary, Located to the side or rear of the site so as to not dominate the streetscape and to maximise soft landscaping opportunities at ground level. 	<p>✓ Principle met All car parking spaces in the proposed development are hidden from view behind or beside the dwellings.</p>
	Where car parking is located within the front setback it should be:	<ul style="list-style-type: none"> Fully located within the site boundary; and Capable of fully accommodating a vehicle between a garage or carport and the site boundary. 	<p>✓ Principle met There is no car parking space in front of any of the dwellings.</p>
	Developments with basement car parking should consider flooding concerns where applicable.		<p>✓ N/A</p>
	Residential developments should:		
Setbacks, front boundary and width	Provide a front setback with fence design and height in keeping with the predominant street pattern.		<p>✓ Principle met There is no front proposed in this development.</p>
	Maintain the apparent frontage width pattern.		<p>✓ Principle met The front setback for of Dwelling 1 accurately matches those of the adjoining sites.</p>
	Provide appropriate side setbacks between buildings to enable screen planting where required, and at least one generous side setback to enable the retention of trees and/or the planting and future growth of trees to maturity.		<p>✓ Principle met The side and rear setbacks within the development area reasonably appropriate to ensure planting and retention of canopy trees.</p>
	Provide open or low scale front fences to allow a visual connection between landscaping in front gardens and street tree planting.		<p>✓ Principle met There is no front fence proposed in this development. Visual connection from the site to the street is easily attainable.</p>
Private open space	All residential developments should provide good quality, useable private open space for each dwelling directly accessible from the main living area.		<p>✓ Principle met All the dwellings have private open space areas in excess of the 50m² required by the schedule to the zone. Each secluded private open space area of a dwelling is easily accessible from the living areas which are located at the ground level.</p>

If the details of the attachment are unclear please contact Governance on 8571 5309.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

	Ground level private open space areas should be able to accommodate boundary landscaping, domestic services and outdoor furniture so as to maximise the useability of the space.	✓ Principle met Each dwelling's private open space area will be able to accommodate domestic services, landscaping and outdoor furniture
	Private open space should be positioned to maximise solar access.	✓ Principle met All the private open space areas within the development have been positioned to the north to maximise solar access
	Upper floor levels of the same dwelling should avoid encroaching secluded private open space areas to ensure the solar access, useability and amenity of the space is not adversely affected.	✓ Principle met The first floor of Dwelling 1 will not encroach on the secluded private open space area.
	Upper level dwellings should avoid encroaching the secluded private open space of a separate lower level dwelling so as to ensure good solar access and amenity for the lower level dwelling.	✓ Principle met As per above
Bulk & Built Form	All residential developments should respect the dominant façade pattern of the streetscape by: <ul style="list-style-type: none"> Using similarly proportioned roof forms, windows, doors and verandahs; and Maintaining the proportion of wall space to windows and door openings. 	✓ Principle met The design has incorporated window proportion and other common aspects of similar building forms within the area.
	Balconies should be designed to reduce the need for screening from adjoining dwellings and properties.	✓ Principle met There are no balconies proposed in this development.
	The development of new dwellings to the rear of existing retained dwellings is discouraged where: <ul style="list-style-type: none"> The siting of the retained dwelling would not enable an acceptable future site layout for either the proposed or future dwelling; or The retention of the existing dwelling detracts from the identified future character. 	✓ Principle met The existing dwelling on the site will be removed and three new dwellings constructed on the site.
Site Design	On sites adjacent to identified heritage buildings, infill development should respect the adjoining heritage by: <ul style="list-style-type: none"> Not exceeding the height of the neighbouring significant building; Minimising the visibility of higher sections of the new building; and Setting higher sections back at least the depth of one room from the frontage. 	N/A
	Residential development should:	

If the details of the attachment are unclear please contact Governance on 8571 5309.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

	Preserve the amenity of adjoining dwellings through responsive site design that considers the privacy, solar access and outlook of adjoining properties.	<p>✓ Principle met The design of the proposed dwellings is responsive and respectful to the surrounding dwellings. As noted, the positioning of double storey dwelling to the front and single storey dwellings at the rear respect the neighbourhood characteristic of the area.</p>
	Maximise thermal performance and energy efficiency of the built form by addressing orientation, passive design and fabric performance	<p>✓ Principle met The design and orientation of the dwellings and positioning of habitable windows is such that maximum thermal performance will be readily achieved.</p>
	Ensure that building height, massing articulation responds sensitively to existing residential interfaces, site circumstances, setbacks and streetscape and reduces the need for screening.	<p>✓ Principle met The massing and articulation of the dwellings respond sensitively to the site and surroundings.</p>
	Provide sufficient setbacks (including the location of basements) to ensure the retention of existing trees and to accommodate the future growth of new trees.	<p>✓ Principle met The setbacks provided in the proposed development are adequate to accommodate substantial landscaping including canopy trees.</p>
	Provide suitable storage provisions for the management of operational waste	<p>✓ Principle met Storage bins have been provided to store domestic waste prior to collection and disposal</p>
	Appropriately located suitable facilities to encourage public transport use, cycling and walking.	<p>✓ Principle met The site is located close to public transport.</p>
Materials & Finishes	Residential development should:	
	Use quality, durable building materials and finishes that are designed for residential purposes.	<p>✓ Principle met The blending of render cement and brick as cladding materials for Dwelling 1's first floor is considered appropriate and acceptable to add contrast to the appearance.</p>
	Avoid the use of commercial or industrial style building materials and finishes.	<p>✓ Principle met Cladding materials used are considered appropriate.</p>

If the details of the attachment are unclear please contact Governance on 8571 5309.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

	Avoid using materials such as rendered cement sheeting, unarticulated surfaces and excessive repetitive use of materials.	<p>✓ Principle met All ground levels of the dwellings would be constructed with brick whilst the first floor of Dwelling 1 is clad with brick and render. Materials and colours are considered appropriate.</p>
	Use a consistent simple palette of materials, colours finishes and architectural detailing.	<p>✓ Principle met External colours and materials for the proposed dwellings have been submitted with application and are considered to be appropriate.</p>
	Maximise the ongoing affordability and sustainability of residential developments through the selection of low maintenance, resource and energy efficient materials and finishes that can be reasonably expected to endure for the life of the building.	<p>✓ Principle met The dwellings are considered modest and well designed to provide for affordable housing. The materials used as well as the finishes are reasonable.</p>
Domestic services normal to a dwelling and Building services	In order to minimise the impact of domestic and building services on the streetscape, adjacent properties, public realm and amenity of future residents, new residential development should:	<p>✓ Principle met Domestic services such as bins and storage areas are not visible from the street.</p>
	Ensure that all domestic and building services are visually integrated into the design of the building and appropriately positioned or screened so as to not be seen from the street or adjoining properties.	<p>✓ Principle met Same as above</p>
	Be designed to avoid the location of domestic and building services: <ul style="list-style-type: none"> • Within secluded private open space areas, including balconies; and • Where they may have noise impacts on adjoining habitable rooms and secluded private open space areas. 	<p>✓ Principle met The storage shed for each dwelling has been positioned outside the main secluded private open space area.</p>
Internal Amenity	Residential development should:	
	Ensure that dwelling layouts have connectivity between the main living area and private open space.	<p>✓ Principle met The layout of the dwellings provides for appropriate connectivity between the living area and private open space area via a sliding door.</p>
	Be designed to avoid reliance on borrowed light to habitable rooms.	<p>✓ Principle met None of the rooms will have to rely on borrowed light.</p>

If the details of the attachment are unclear please contact Governance on 8571 5309.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

	Ensure that balconies and habitable room windows are designed and located to reduce the need for excessive screening.	✓ Principle met There are no balconies in the proposed development.
	Ensure that dwellings without ground level main living areas meet the Standards of Clauses 55.03-5, 55.04-1, 6 & 7, 55.05-3, 4 & 5.	✓ Principle met Each dwelling in the development has a main living room at the ground level.

If the details of the attachment are unclear please contact Governance on 8571 5309.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 22.09-3.3 Design principles for Incremental Change Areas – General Residential Zone (GRZ)

Titles & Objectives	Principles	Principle met/Principle not met/NA
Preferred housing type	The preferred housing type for the Incremental Change Area is medium density.	✓ Principle met Medium density development comprising of three(3) multi units are proposed.
Building Height	The preferred maximum building height for land within the GRZ1 and GRZ2 is up to 2 storeys, including ground level.	✓ Principle met One (1) two-storey height and two (2) single storey dwellings are proposed.
Landscaping	Residential development should use landscaping to create a landscaped character, particularly canopy trees in front and rear gardens; and to protect the outlook of adjoining properties	✓ Principle met The proposal provides significant setbacks to the front, side and rear allowing for significant landscaping opportunities to be provided, thus maintaining the landscape character of the site, and also serving to soften the built form of the proposal to adjoining allotments.
Setbacks, front boundary and width	Parking, paving and car access within the front boundary setback should be limited in order to maximise the opportunity for soft landscaping and prevent the over dominance of carports and garages in the street.	✓ Principle met The existing vehicle will be utilised by all the three dwellings.
Private open space	Residential development should provide secluded private open space at the side or rear of each dwelling to avoid the need for excessive screening or high front fencing.	✓ Principle met Private open space of each dwelling is primarily located to the side and rear of each dwelling
Bulk & Built Form	Residential development should: Ensure that the built form respects the scale of existing prevailing built form character and responds to site circumstances and streetscape;	✓ Principle met The built form proposed respects the scale of the existing built form character of the area, noting that the double storey dwelling is well-articulated, appropriately separated and are of typical proportions to minimise visual bulk and massing, with significant setbacks to the side and rear at first floor to minimise visual bulk.

If the details of the attachment are unclear please contact Governance on 8571 5309.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

	Provide separation between dwellings at the upper level;	<p>✓ Principle met There is only one dwelling which is double storey dwelling. There is a transition between locating the double storey at the front and single storey dwellings at the rear and the surrounding single storey dwellings on the adjoining sites.</p>
	Retain spines of open space at the rear of properties to maximise landscaping opportunities and protect private secluded open space;	<p>✓ Principle met Adequate provision has been made to maximise landscaping in the open space areas.</p>
	Position more intense and higher elements of built form towards the front and centre of a site, transitioning to single storey elements to the rear of the lot.	<p>✓ Principle met As previously indicated, the only double storey dwelling in the development has been positioned to the front of the site.</p>
	<p>The rearmost dwelling on a lot should be single storey to ensure the identified future character of the area and the amenity of adjoining properties is respected by maximising landscaping opportunities and protecting adjoining private secluded open space.</p> <p>Two storey dwellings to the rear of a lot may be considered where:</p> <ul style="list-style-type: none"> • The visual impact of the building bulk does not adversely affect the identified future character of the area; • Overlooking and/or overshadowing does not adversely affect the amenity of neighbouring properties; • The building bulk does not adversely affect the planting and future growth of canopy trees to maturity; • Sufficient side and rear boundary landscaping can be provided to screen adjoining properties; • Upper storey components are well recessed from adjoining sensitive interfaces. 	<p>✓ Principle met The single storey dwellings in this development have been positioned at the rear to minimise visual impacts to the neighbouring single storey dwellings.</p>
	Residential development should be well articulated through the use of contrast, texture, variation in forms, materials and colours.	<p>✓ Principle met The design, articulation, built form and materials will provide enhancement of amenity to the area</p>

Note: Other requirements also apply. These can be found at the schedule to the applicable zone.

If the details of the attachment are unclear please contact Governance on 8571 5309.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 21 EDGEWOOD ROAD,
DANDENONG (PLANNING APPLICATION NO. PLN17/0821)**

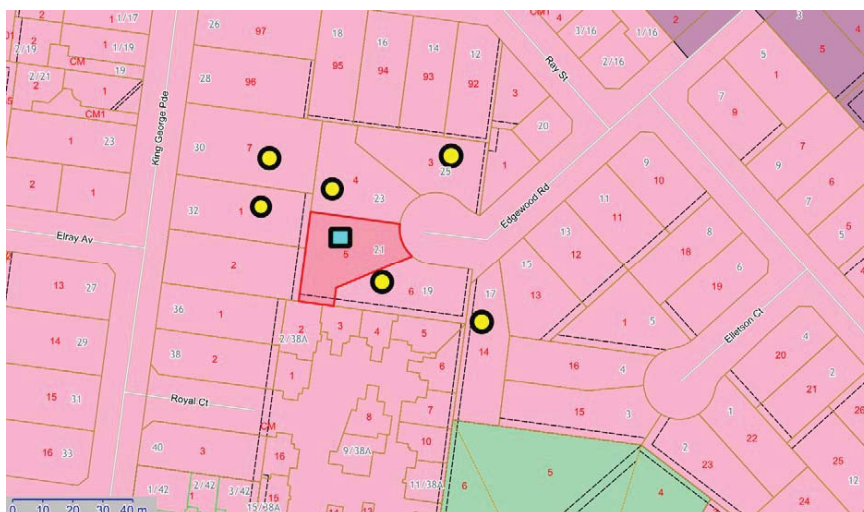
ATTACHMENT 2

LOCATION OF OBJECTORS



PAGES 2 (including cover)

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

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)



Map Legend:

Subject Site	
Objectors Sites	

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 21 EDGEWOOD ROAD,
DANDENONG (PLANNING APPLICATION NO. PLN17/0821)**

ATTACHMENT 5

CLAUSE 52.06 ASSESSMENT

PAGES 7 (including cover)

If the details of the attachment are unclear please contact Governance on 8571 5309.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 52.06-5

Table 1 of this clause sets out the car parking requirement that applies to a use listed in the Table. Land is identified as not being within the Principal Public Transport Network Area as shown on the *Principal Public Transport Network Area Maps* (State Government of Victoria, August 2018); therefore, column B of the table to Clause 52.06-5 applies.

The use of the land for dwelling requires 1 car parking space to each one or two bedroom dwelling and 2 car spaces to each three or more bedroom dwelling (with studies or studios that are separate rooms counted as bedrooms).

Dwelling	Number of bedrooms	Required number of car parking spaces	Proposed number of car parking spaces
1	two bedrooms	1	within a single garage
2	two bedrooms	1	within a single garage
3	two bedrooms	1	within a car space 'open to sky'

All the dwellings contain two bedrooms each thus requiring a single car space is required, therefore the proposal complies with the requirements of Clause 52.06-5.

Clause 52.06-9 Design standards for car parking

Plans prepared in accordance with Clause 52.06-8 must meet the design standards of Clause 52.06-9, unless the responsible authority agrees otherwise.

Design standards 1, 3, 6 and 7 do not apply to an application to construct one dwelling on a lot.

Design Standards	Assessment	Requirement met/Requirement not met/NA
Design standard 1 - Accessways	Accessways must:	✓ Standard met
	• Be at least 3 metres wide.	Accessway is at least 3 metre wide.
	• Have an internal radius of at least 4 metres at changes of direction or intersection or be at least 4.2 metres wide.	✓ Standard met with condition. Vehicle turning circles for vehicles parked in the garages of Dwellings 1 and 2 and 'open to sky' car space for Dwelling 3 do comply with the standard.
	• Allow vehicles parked in the last space of a dead-end accessway in public car parks to exit in a forward direction with one manoeuvre.	NA. The proposed car parking is not for public use.
	• Provide at least 2.1 metres headroom beneath overhead obstructions, calculated for a vehicle with a wheel base of 2.8 metres.	✓ Standard met

If the details of the attachment are unclear please contact Governance on 8571 5309.

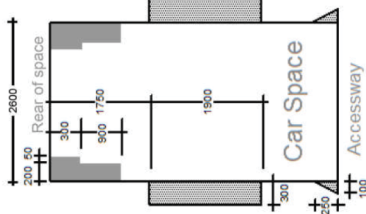
2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

	<ul style="list-style-type: none"> If the accessway serves four or more car spaces or connects to a road in a Road Zone, the accessway must be designed to that cars can exit the site in a forward direction. 	<p>✓ Standard met</p> <p>Vehicle turning circles for vehicles parked in the garages of Dwellings 1 and 2 does allow for cars to exit the site easily in a forward direction.</p>
	<ul style="list-style-type: none"> Provide a passing area at the entrance at least 5 metres wide and 7 metres long if the accessway serves ten or more car parking spaces and is either more than 50 metres long or connects to a road in Road Zone. 	<p>NA. The accessway serves only 3 dwellings and is not connected to a Road Zone</p>
	<ul style="list-style-type: none"> Have a corner splay or area at least 50 percent clear of visual obstructions extending at least 2 metres along the frontage road from the edge of an exit lane and 2.5 metres along the exit lane from the frontage, to provide a clear view of pedestrians on the footpath of the frontage road. The area clear of visual obstructions may include an adjacent entry or exit lane where more than one lane is provided, or adjacent landscaped areas, provided the landscaping in those areas is less than 900mm in height. 	<p>✓ Standard met</p>
	<p>If an accessway to four or more car parking spaces is from land in a Road Zone, the access to the car spaces must be at least 6 metres from the road carriageway.</p>	<p>NA. The site is not adjacent to a Road Zone.</p>
	<p>If entry to the car space is from a road, the width of the accessway may include the road.</p>	<p>NA.</p>

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Design standard 2 – Car parking spaces	Car parking spaces and accessways must have the minimum dimensions as outlined in Table 2.	✓ Standard met																																
Table 2: Minimum dimensions of car parking spaces and accessways																																		
	<table><tr><th>Angle of car parking spaces to access way</th><th>Accessway width</th><th>Car space width</th><th>Car space length</th></tr><tr><td>Parallel</td><td>3.6 m</td><td>2.3 m</td><td>6.7 m</td></tr><tr><td>45°</td><td>3.5 m</td><td>2.6 m</td><td>4.9 m</td></tr><tr><td>60°</td><td>4.9 m</td><td>2.6 m</td><td>4.9 m</td></tr><tr><td>90°</td><td>6.4 m</td><td>2.6 m</td><td>4.9 m</td></tr><tr><td></td><td>5.8 m</td><td>2.8 m</td><td>4.9 m</td></tr><tr><td></td><td>5.2 m</td><td>3.0 m</td><td>4.9 m</td></tr><tr><td></td><td>4.8 m</td><td>3.2 m</td><td>4.9 m</td></tr></table>	Angle of car parking spaces to access way	Accessway width	Car space width	Car space length	Parallel	3.6 m	2.3 m	6.7 m	45°	3.5 m	2.6 m	4.9 m	60°	4.9 m	2.6 m	4.9 m	90°	6.4 m	2.6 m	4.9 m		5.8 m	2.8 m	4.9 m		5.2 m	3.0 m	4.9 m		4.8 m	3.2 m	4.9 m	
Angle of car parking spaces to access way	Accessway width	Car space width	Car space length																															
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<i>Note to Table 2: Some dimensions in Table 2 vary from those shown in the Australian Standard AS2890.1-2004 (off street). The dimensions shown in Table 2 allocate more space to aisle widths and less to marked spaces to provide improved operation and access. The dimensions in Table 2 are to be used in preference to the Australian Standard AS2890.1-2004 (off street) except for disabled spaces which must achieve Australian Standard AS2890.6-2009 (disabled).</i>																																		

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

<p>✓ Standard met</p>	<p>A wall, fence, column, tree, tree guard or any other structure that abuts a car space must not encroach into the area marked 'clearance required' on Diagram 1, other than:</p> <ul style="list-style-type: none"> • A column, tree or tree guard, which may project into a space if it is within the area marked 'tree or column permitted' on Diagram 1. • A structure, which may project into the space if it is at least 2.1 metres above the space. <p>Diagram 1 Clearance to car parking spaces</p>  <p>Dimensions in millimetres</p> <p>Clearance required</p> <p>Tree or column permitted</p>	<p>✓ Standard met with condition.</p> <p>The bin storage areas for dwellings 1, 3 and 4 encroach into the space required for car parking. Permit conditions can require the bin storage area to be relocated to the rear secluded private open space areas.</p>	<p>Car spaces in garages or carports must be at least 6 metres long and 3.5 metres wide for a single space and 5.5 metres wide for a double space measured inside the garage or carport.</p>
	<p>Where parking spaces are provided in tandem (one space behind the other) an additional 500mm in length must be provided between each space.</p>	<p>NA. No tandem parking proposed.</p>	
	<p>Where two or more car parking spaces are provided for a dwelling, at least one space must be under cover.</p>	<p>✓ Standard met</p> <p>Each dwelling has a single car space as each of these dwellings contains only two bedrooms.</p>	
	<p>Disabled car parking spaces must be designed in accordance with Australian Standard AS2890.6-2009 (disabled) and the Building Code of Australia. Disabled car parking spaces may encroach into an accessway width specified in Table 2 by 500mm.</p>	<p>NA.</p>	

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Design standard 3: Gradients	Accessway grades must not be steeper than 1:10 (10 per cent) within 5 metres of the frontage to ensure safety for pedestrians and vehicles. The design must have regard to the wheelbase of the vehicle being designed for; pedestrian and vehicular traffic volumes; the nature of the car park; and the slope and configuration of the vehicle crossover at the site frontage. This does not apply to accessways serving three dwellings or less.	✓ Standard met																
	Ramps (except within 5 metres of the frontage) must have the maximum grades as outlined in Table 3 and be designed for vehicles travelling in a forward direction.	NA. No ramps proposed.																
	<table><tr><th colspan="3">Table 3: Ramp gradients</th></tr><tr><th>Type of car park</th><th>Length of ramp</th><th>Maximum grade</th></tr><tr><td rowspan="2">Public car parks</td><td>20 metres or less</td><td>1:5 (20%)</td></tr><tr><td>longer than 20 metres</td><td>1:6 (16.7%)</td></tr><tr><td rowspan="2">Private or residential car parks</td><td>20 metres or less</td><td>1:4 (25%)</td></tr><tr><td>longer than 20 metres</td><td>1:5 (20%)</td></tr></table>	Table 3: Ramp gradients			Type of car park	Length of ramp	Maximum grade	Public car parks	20 metres or less	1:5 (20%)	longer than 20 metres	1:6 (16.7%)	Private or residential car parks	20 metres or less	1:4 (25%)	longer than 20 metres	1:5 (20%)	
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Private or residential car parks	20 metres or less	1:4 (25%)																
	longer than 20 metres	1:5 (20%)																
Where the difference in grade between two sections of ramp or floor is greater than 1:8 (12.5 per cent) for a summit grade change, or greater than 1:6.7 (15 per cent) for a sag grade change, the ramp must include a transition section of at least 2 metres to prevent vehicles scraping or bottoming.	NA. No ramps proposed.																	
Plans must include an assessment of grade changes of greater than 1:5.6 (18 per cent) or less than 3 metres apart for clearances, to the satisfaction of the responsible authority.	NA. No ramps proposed.																	
Design standard 4: Mechanical parking	Mechanical parking may be used to meet the car parking requirement provided: <ul style="list-style-type: none">At least 25 per cent of the mechanical car parking spaces can accommodate a vehicle clearance height of at least 1.8 metres.Car parking spaces the require the operation of the system are not allowed to visitors unless used in a valet parking situation.The design and operation is to the satisfaction of the responsible authority.	NA. No mechanical parking proposed.																
		NA. No mechanical parking proposed.																
		NA. No mechanical parking proposed.																
Design standard 5: Urban design	Ground level car parking, garage doors and accessways must not visually dominate public space.	✓ Standard met Garages and car parking is hidden from view.																
	Car parking within buildings (including visible portions of partly submerged basements) must be screened or obscured where possible, including through the use of occupied tenancies, landscaping, architectural treatments and artworks.	✓ Standard met Garages and car parking space for the dwellings are hidden from view.																

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

	Design of car parks must take into account their use as entry points to the site.	✓ Standard met Garages and car parking is hidden from view. NA. No internal street proposed.
Design standard 6: Safety	Design of new internal streets in developments must maximise on street parking opportunities.	
	Car parking must be well lit and clearly signed.	✓ Standard met Lighting has been shown on the plans.
	The design of car parks must maximise natural surveillance and pedestrian visibility from adjacent buildings.	✓ Standard met with condition. A permit condition will require an additional window from bedroom 2 of Dwelling 2 to provide additional passive surveillance.
	Pedestrian access to car parking areas from the street must be convenient.	✓ Standard met Pedestrian access is provided via the common accessway for Dwellings 2 and 3 whilst Dwelling 1 has a direct pedestrian linkage from the dwelling entry to the street.
Design standard 7: Landscaping	Pedestrian routes through car parking areas and building entries and other destination points must be clearly marked and separated from traffic in high activity parking areas.	NA. Only 3 dwellings proposed. Pedestrian routes are not required to be marked.
	The layout of car parking areas must provide for water sensitive urban design treatment and landscaping.	✓ Standard met Landscaping plan has not been provided, however this will be required as a condition on the permit.
	Landscaping and trees must be planted to provide shade and shelter, soften the appearance of ground level car parking and aid in the clear identification of pedestrian paths.	✓ Standard met Landscaping plan will be imposed as a condition on the permit.
	Ground level car parking spaces must include trees planted with flush grilles. Spacing of trees must be determined having regard to the expected size of the selected species at maturity.	✓ Standard met with condition. Refer to landscape condition on the permit

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 21 EDGEWOOD ROAD,
DANDENONG (PLANNING APPLICATION NO. PLN17/0821)**

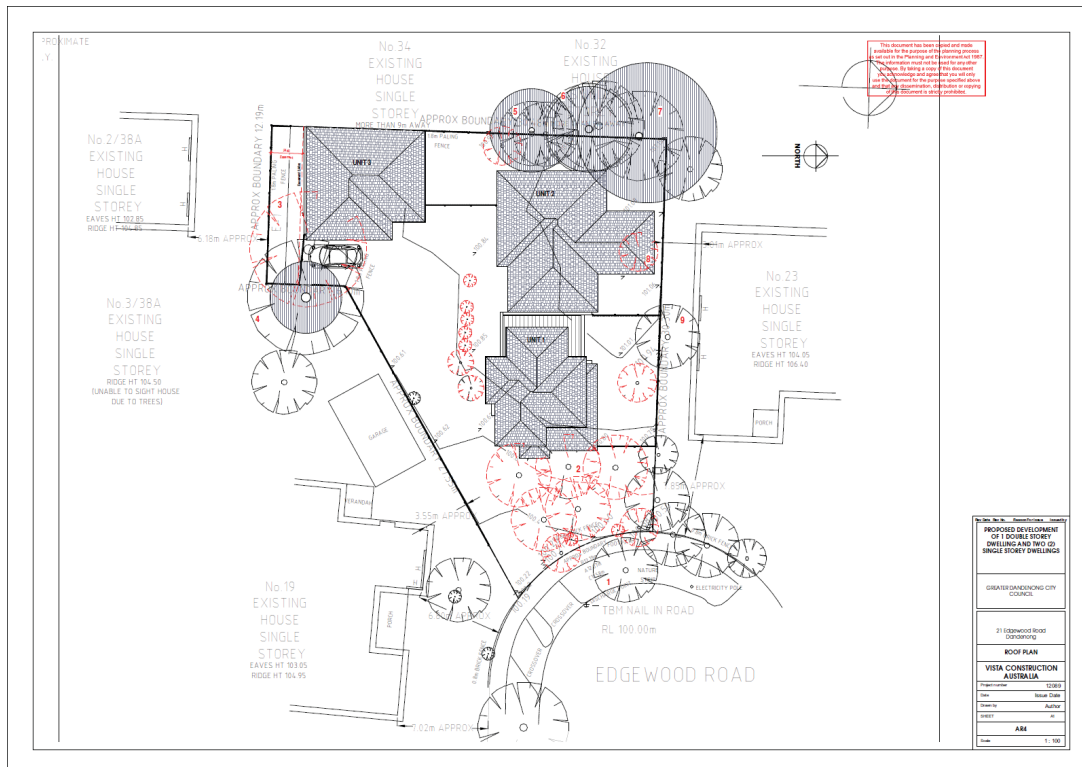
ATTACHMENT 1

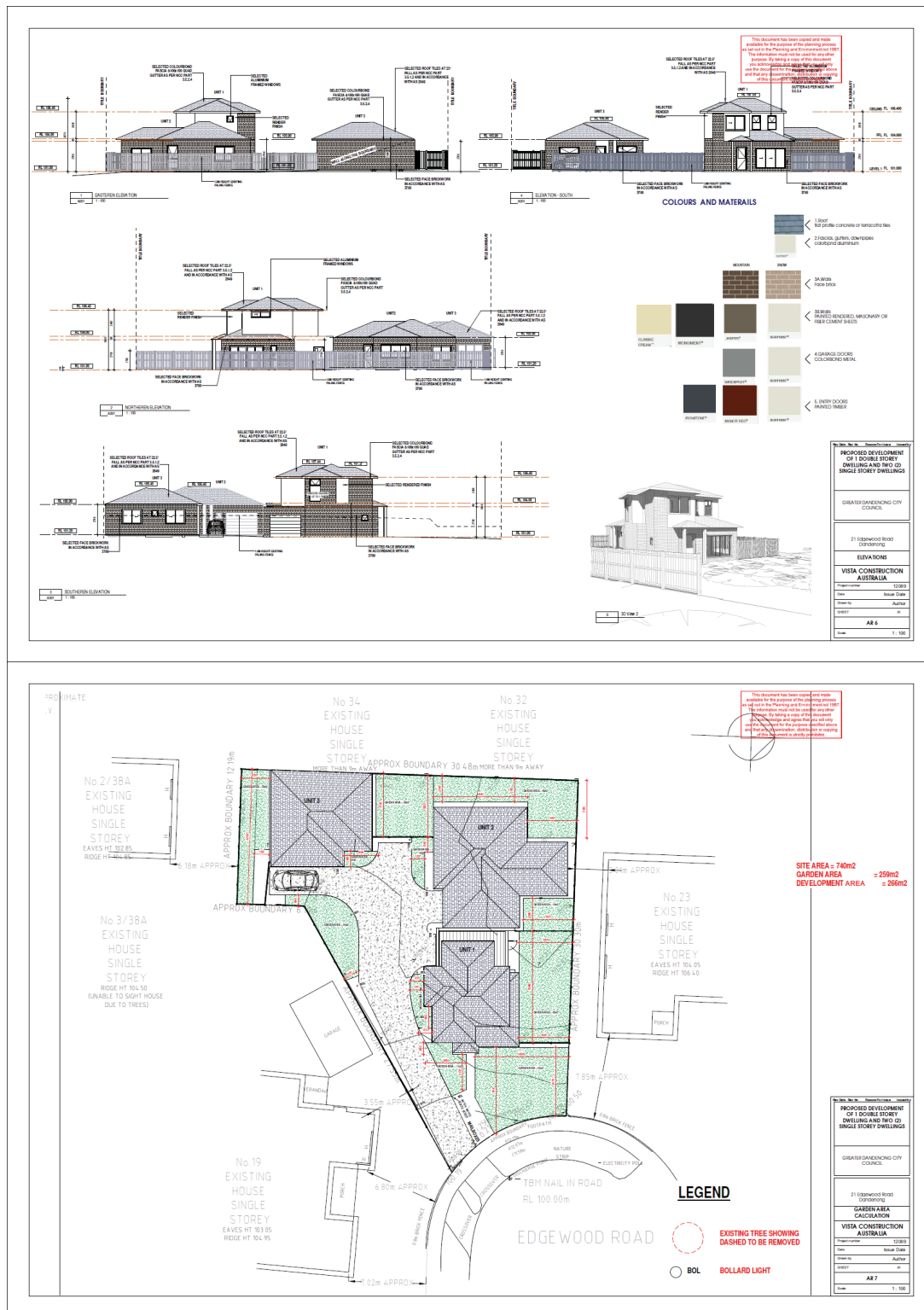
SUBMITTED PLANS

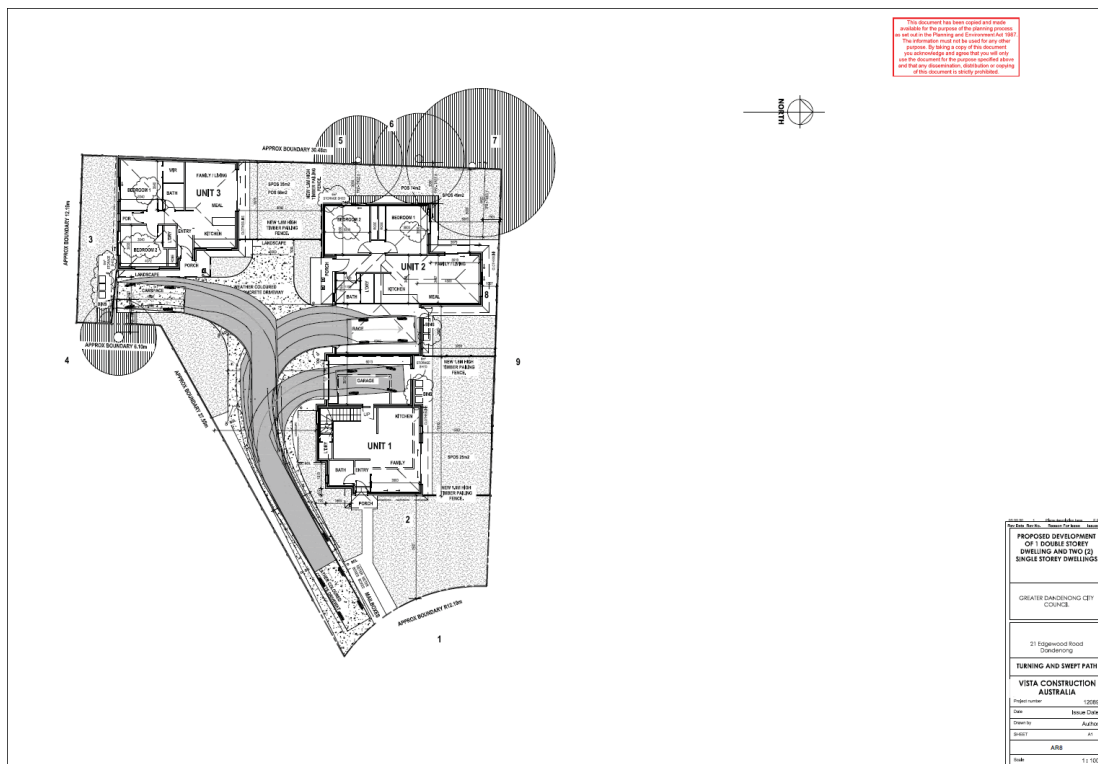
PAGES 5 (including cover)

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

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)



2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 21 EDGEWOOD ROAD,
DANDENONG (PLANNING APPLICATION NO. PLN17/0821)**

ATTACHMENT 4

CLAUSE 55 ASSESSMENT

PAGES 40 (including cover)

If the details of the attachment are unclear please contact Governance on 8571 5309.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Assessment Table - Two or More Dwellings on a Lot and Residential Buildings (Clause 55)

Clause 55.02-1 Neighbourhood character objectives

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B1	The design response must be appropriate to the neighbourhood and the site.	<p>✓ Standard met</p> <p>The proposal seeks the development of the land for 3 dwellings comprising 1 double storey dwelling and 2 single storey dwellings. The location of the proposed double storey dwelling to the frontage is in line with the residential development policy. The proposal is site responsive and appropriate for the area which is experiencing multi-unit developments.</p>
Decision Guidelines	The proposed design response must respect the existing or preferred neighbourhood character and respond to the features of the site.	<p>✓ Standard met</p> <p>The changing character of the area from predominantly single storey dwellings to a mixture of single and double storey dwellings makes this development an acceptable proposition. The proposal is acceptable in the context of existing and preferred neighbourhood characteristics.</p>
	Any relevant neighbourhood character objective, policy or statement set out in this scheme.	<p>Clause 22.09 specifies that in an area of incremental change medium density development such as the proposal is acceptable. The proposal meets all the relevant design principles and where it falls short of the requirement, a condition will be imposed to alleviate any issue.</p>
	The neighbourhood and site description.	<p>The neighbourhood and site description submitted with the application is considered appropriate for the application.</p>
Objectives	To ensure that the design respects the existing neighbourhood character or contributes to a preferred neighbourhood character.	<p>The proposed development has taken into consideration the irregular-shaped nature and the existing easement on the site to come out with an appropriate design response for the site.</p> <p>The objectives have been attained therefore the proposal will enhance existing neighbourhood character.</p>

If the details of the attachment are unclear please contact Governance on 8571 5309.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

	To ensure that development responds to the features of the site and the surrounding area.	The proposed development will ensure that exotic vegetation removes as a result of the proposal is achieved through establishment of new trees via landscape condition to enhance the prevailing neighbourhood characteristics.
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2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.02-2 Residential policy objectives

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B2	An application must be accompanied by a written statement to the satisfaction of the responsible authority that describes how the development is consistent with any relevant policy for housing in the SPPF and the LPPF, including the MSS and local planning policies.	✓ Standard met Refer to above. This requirement has been achieved.
Decision Guidelines	The SPPF and the LPPF including the MSS and local planning policies. The design response.	The proposed development will meet Council's expectation for medium density development guided by policy expectations and design principles. The proposal will meet all relevant policy decision guidelines specified in the scheme whilst providing much needed housing to meet the residential needs of the State.
Objectives	To ensure that residential development is provided in accordance with any policy for housing in the SPPF and the LPPF, including the MSS and local planning policies. To support medium densities in areas where development can take advantage of public and community infrastructure and services.	All policy requirements are met. The proposal is able to meet what is classified as low cost or affordable housing as it contains only two bedrooms only and will be modest in presentation and materials for construction.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.02-3 Dwelling diversity objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B3	Developments of ten or more dwellings should provide a range of dwelling sizes and types, including: <ul style="list-style-type: none"> • Dwellings with a different number of bedrooms. • At least one dwelling that contains a kitchen, bath or shower, and a toilet and wash basin at ground floor level. 	✓ Standard met All dwellings contain two bedrooms each with unique room sizes. The design has incorporated single and double storey elements to meet the various needs of people in the city.
Objective	To encourage a range of dwellings sizes and types in developments of ten or more dwellings.	N/A

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.02-4 Infrastructure objectives

Title & Objective		Standards	Standard Met/Standard Not Met/NA
Standard B4		Development should be connected to reticulated services, including reticulated sewerage, drainage, electricity and gas, if available.	✓ Standard met This requirement will be met as there is existing infrastructure to tap into.
		Development should not unreasonably exceed the capacity of utility services and infrastructure, including reticulated services and roads.	✓ Standard met The proposed development can suitably be accommodated into the existing infrastructure.
		In areas where utility services or infrastructure have little or no spare capacity, developments should provide for the upgrading of or mitigation of the impact on services or infrastructure.	✓ Standard met The development is located within an urban area with access to existing infrastructure.
Decision Guidelines		The capacity of the existing infrastructure.	
		In the absence of reticulated sewerage, the capacity of the development to treat and retain all wastewater in accordance with the SEPP (Waters of Victoria) under the EPA 1970. If the drainage system has little or no spare capacity, the capacity of the development to provide for stormwater drainage mitigation or upgrading of the local drainage system.	
Objectives		To ensure development is provided with appropriate utility services and infrastructure.	Objective achieved
		To ensure development does not unreasonably overload the capacity of utility services and infrastructure.	

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)
Clause 55.02-5 Integration with the street objective

Title & Objective		Standards	Standard Met/Standard Not Met/NA
Standard B5		Developments should provide adequate vehicle and pedestrian links that maintain or enhance local accessibility.	✓ Standard met Dwelling 1 which is located with its frontage to the street has a separate pedestrian link to the street. The two other dwellings will utilise the common accessway to have linkage to the street.
		Developments should be oriented to front existing and proposed streets.	✓ Standard met The proposal complies as Dwelling 1 is oriented to face the street.
		High fencing in front of dwellings should be avoided if practicable.	✓ Standard met No front fencing is proposed.
		Development next to existing public open space should be laid out to complement the open space.	✓ Standard met There is no public space close to the development.
		Any relevant urban design objective, policy or statement set out in this scheme.	
Decision Guidelines		The design response.	
Objective		To integrate the layout of development with the street.	Objective achieved.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.03-1 Street setback objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA															
Standard B6	<p>Walls of buildings should be set back from streets at least the distance specified in a schedule to the zone:</p> <p>RGZ: 5 metres or as per Table B1, whichever is the lesser.</p> <p>GRZ: 7.5 metres or as per Table B1, whichever is the lesser.</p> <p>NRZ: As per Table B1.</p> <p>Table B1 Street setback</p> <table border="1"> <thead> <tr> <th>Development context</th><th>Minimum setback from front street (metres)</th><th>Minimum setback from a side street (metres)</th></tr> </thead> <tbody> <tr> <td>There is an existing building on both the abutting allotments facing the same street, and the site is not on a corner.</td><td>The average distance of the setbacks of the front walls of the existing buildings on the abutting allotments facing the front street or 9 metres, whichever is the lesser.</td><td>Not applicable</td></tr> <tr> <td>There is an existing building on one abutting allotment facing the same street and no existing building on the other abutting allotment facing the same street, and the site is not on a corner.</td><td>The same distance as the setback of the front wall of the existing building on the abutting allotment facing the front street or 9 metres, whichever is the lesser.</td><td>Not applicable</td></tr> <tr> <td>There is no existing building on either of the abutting allotments facing the same street, and the site is not on a corner.</td><td>6 metres for streets in a Road Zone, Category 1, and 4 metres for other streets.</td><td>Not applicable</td></tr> <tr> <td>The site is on a corner.</td><td>If there is a building on the abutting allotment facing the front street, the same distance as the setback of the front wall of the existing building on the abutting allotment facing the front street or 9 metres, whichever is the lesser. If there is no building on the abutting allotment facing the front street, 6 metres for streets in a Road Zone, Category 1, and 4 metres for other streets.</td><td>Front walls of new development fronting the side street of a corner site should be setback at least the same distance as the setback of the front wall of any existing building on the abutting allotment facing the side street or 3 metres, whichever is the lesser. Side walls of new development on a corner site should be setback the same distance as the setback of the front wall of any existing building on the abutting allotment facing the side street or 2 metres, whichever is the lesser.</td></tr> </tbody> </table>	Development context	Minimum setback from front street (metres)	Minimum setback from a side street (metres)	There is an existing building on both the abutting allotments facing the same street, and the site is not on a corner.	The average distance of the setbacks of the front walls of the existing buildings on the abutting allotments facing the front street or 9 metres, whichever is the lesser.	Not applicable	There is an existing building on one abutting allotment facing the same street and no existing building on the other abutting allotment facing the same street, and the site is not on a corner.	The same distance as the setback of the front wall of the existing building on the abutting allotment facing the front street or 9 metres, whichever is the lesser.	Not applicable	There is no existing building on either of the abutting allotments facing the same street, and the site is not on a corner.	6 metres for streets in a Road Zone, Category 1, and 4 metres for other streets.	Not applicable	The site is on a corner.	If there is a building on the abutting allotment facing the front street, the same distance as the setback of the front wall of the existing building on the abutting allotment facing the front street or 9 metres, whichever is the lesser. If there is no building on the abutting allotment facing the front street, 6 metres for streets in a Road Zone, Category 1, and 4 metres for other streets.	Front walls of new development fronting the side street of a corner site should be setback at least the same distance as the setback of the front wall of any existing building on the abutting allotment facing the side street or 3 metres, whichever is the lesser. Side walls of new development on a corner site should be setback the same distance as the setback of the front wall of any existing building on the abutting allotment facing the side street or 2 metres, whichever is the lesser.	<p>✓ Standard met</p> <p>The front dwelling is setback at least 7.5m from the front boundary thus meeting the standard</p>
Development context	Minimum setback from front street (metres)	Minimum setback from a side street (metres)															
There is an existing building on both the abutting allotments facing the same street, and the site is not on a corner.	The average distance of the setbacks of the front walls of the existing buildings on the abutting allotments facing the front street or 9 metres, whichever is the lesser.	Not applicable															
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2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Decision Guidelines	Any relevant neighbourhood character objective, policy or statement set out in this scheme.	
	The design response.	
	Whether a different setback would be more appropriate taking into account the prevailing setbacks of existing buildings on nearby lots.	
	The visual impact of the building when viewed from the street and from adjoining properties.	
	The value of retaining vegetation within the front setback.	
Objective	To ensure that the setbacks of buildings from a street respect the existing or preferred neighbourhood character and make efficient use of the site.	The proposal complies with the existing setbacks and preferred setback on the street

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)
Clause 55.03-2 Building height objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B7	<p>The maximum building height should not exceed the maximum height specified in the zone, schedule to the zone or an overlay that applies to the land.</p> <p><u>RGZ:</u> 13.5 metres <u>discretionary maximum</u> (refer Clause 32.07-8 for details)</p> <p><u>GRZ:</u> 11 metres / 3 storeys <u>mandatory maximum</u> (refer Clause 32.08-9)</p> <p><u>NRZ:</u> 9 metres / 2 storeys <u>mandatory maximum</u> (refer Clause 32.09-9)</p> <p>If no maximum height is specified in the zone, schedule to the zone or an overlay, the maximum building height should not exceed 9 metres, unless the slope of the natural ground level at any cross section wider than 8 metres of the site of the building is 2.5 degrees or more, in which case the maximum building height should not exceed 10 metres.</p> <p>Changes of building height between existing buildings and new buildings should be graduated.</p>	<p>✓ Standard met</p> <p>6.59 metres proposed for the double storey dwelling which is below maximum mandatory height of 11m in the zone.</p> <p>N/A</p> <p>✓ Standard met</p> <p>The neighbouring dwellings are single storey dwellings. However by placing the only double storey dwelling in the development to the front ensures gentle transition from double storey to single storey.</p>
Decision Guidelines	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>Any maximum building height specified in the zone, a schedule to the zone or an overlay applying to the land.</p> <p>The design response.</p> <p>The effect of the slope of the site on the height of the building.</p> <p>The relationship between the proposed building height and the height of existing adjacent buildings.</p> <p>The visual impact of the building when viewed from the street and from adjoining properties.</p>	
Objective	To ensure that the height of buildings respects the existing or preferred neighbourhood character	Objective has been met

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.03-3 Site coverage objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B8	<p>The site area covered by buildings should not exceed:</p> <ul style="list-style-type: none"> The maximum site coverage specified in a schedule to the zone, or If no maximum site coverage is specified in a schedule to the zone, 60 per cent. <p>GRZ1: 60% (none specified)</p>	<p>✓ Standard met</p> <p>246 square metres or 33.2 per cent of site coverage is proposed</p>
Decision Guidelines	Any relevant neighbourhood character objective, policy or statement set out in this scheme.	
	The design response.	
	The existing site coverage and any constraints imposed by existing development or the features of the site.	
	The site coverage of adjacent properties	
Objective	The effect of the visual bulk of the building and whether this is acceptable in the neighbourhood.	
	To ensure that the site coverage respects the existing or preferred neighbourhood character and responds to the features of the site.	
		Objective is met

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)
Clause 55.03-4 Permeability objectives

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B9	<p>The site area covered by the pervious surfaces should be at least:</p> <ul style="list-style-type: none"> • The minimum areas specified in a schedule to the zone, or • If no minimum is specified in a schedule to the zone, 20 per cent of the site. <p>GRZ1: 30%</p>	<p>✓ Standard met</p> <p>401 square metres or 46 per cent permeability is proposed</p>
Decision Guidelines	The design response.	
	The existing site coverage and any constraints imposed by existing development.	
	The capacity of the drainage network to accommodate additional stormwater.	
	The capacity of the site to absorb run-off.	
Objectives	The practicality of achieving the minimum site coverage of pervious surfaces, particularly on lots of less than 300 square metres.	
	To reduce the impact of increased stormwater run-off on the drainage system.	
	To facilitate on-site stormwater infiltration.	

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.03-5 Energy efficiency objectives

Title & Objective		Standard Met/Standard Not Met/NA
Standard B10	Standards	
	Buildings should be:	
	<ul style="list-style-type: none"> Oriented to make appropriate use of solar energy. Sited and designed to ensure that the energy efficiency of existing dwellings on adjoining lots is not unreasonably reduced. 	<p>✓ Standard met</p> <p>The dwellings have been designed to make maximum use of solar access by orientating the living/family room and open space areas to the north.</p> <p>The orientation of the dwellings provides appropriate use of solar energy. The dwellings are sited to ensure that energy efficiency of the proposed dwellings on receive the relevant solar energy.</p> <p>The design also ensures that the shadows of the proposed dwellings do not impact on the adjoining sites. The shadow diagrams confirm this this assertion.</p>
	Living areas and private open space should be located on the north side of the development, if practicable.	<p>✓ Standard met</p> <p>These rooms have ample access to daylight, from all habitable room windows.</p>
Decision Guidelines	Developments should be designed so that solar access to north-facing windows is maximised.	<p>✓ Standard met</p> <p>All dwellings enjoy abundance solar access due to the positioning of open space areas and living rooms to the north.</p>
	The design response.	
	The size, orientation and slope of the lot.	
	The existing amount of solar access to abutting properties.	
Objectives	The availability of solar access to north-facing windows on the site.	
	To achieve and protect energy efficient dwellings and residential buildings.	
	To ensure the orientation and layout of development reduce fossil fuel energy use and make appropriate use of daylight and solar energy.	The objectives are complied with.

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)
Clause 55.03-6 Open space objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B11	<p>If any public or communal open space is provided on site, it should:</p> <ul style="list-style-type: none"> • Be substantially fronted by dwellings, where appropriate. • Provide outlook for as many dwellings as practicable. • Be designed to protect any natural features on the site. • Be accessible and useable. 	N/A
Decision Guidelines	<p>Any relevant plan or policy for open space in the SPPF and the LPPF, including the MSS and local planning policies.</p> <p>The design response.</p>	
Objective	To integrate the layout of development with any public and communal open space provided in or adjacent to the development.	Objective met

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)
Clause 55.03-7 Safety objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B12	Entrances to dwellings and residential buildings should not be obscured or isolated from the street and internal accessways.	✓ Standard met The entrances to the dwellings are clear and visible from the street or internal accessway
	Planting which creates unsafe spaces along streets and accessways should be avoided.	✓ Standard met Low shrubs and ground planting will be planted along the common accessway
	Developments should be designed to provide good lighting, visibility and surveillance of car parks and internal accessways.	✓ Standard met Security lighting has been provided
	Private spaces within developments should be protected from inappropriate use as public thoroughfares.	✓ Standard met Private spaces are enclosed to protect inappropriate use as public thoroughfares.
Decision Guidelines	The design response.	
Objectives	To ensure the layout of development provides for the safety and security of residents and property.	Objectives met

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.03-6 Landscaping objectives

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B13	<p>The landscape layout and design should:</p> <ul style="list-style-type: none"> • Protect any predominant landscape features of the neighbourhood. • Take into account the soil type and drainage patterns of the site. • Allow for intended vegetation growth and structural protection of buildings. • In locations of habitat importance, maintain existing habitat and provide for new habitat for plants and animals. • Provide a safe, attractive and functional environment for residents. 	<p>✓ Standard met</p> <p>A landscape plan has not been provided, however the concept plan indicates that provision of appropriate landscaping will be achieved, with significant space available to the front, side and rear of each dwelling for canopy planting and growth to the required maturity.</p> <p>Arborist report (Treespace Solutions Pty Ltd) Arboriculture report was prepared for the application as there are 9 exotic and native shrubs and trees on the site and surrounds (3 trees on the site itself).</p> <p>The report states that there are no trees of significant value worthy of retention on the subject site as the trees on the site are predominantly fruit trees.</p> <p>The report also concludes that there neighbouring trees and Council trees should be protected as these are likely to be impacted on during the development of the site. Tree Protection Zone is to be established around the Council tree and neighbouring trees to achieve this.</p> <p>A condition on the permit will ensure this is achieved.</p> <p>✓ Standard met</p> <p>As the trees on site itself are of low retention value these would be removed and replaced with canopy trees which are worthy of retention.</p> <p>✓ Standard met</p> <p>There are no trees worthy of retention. Emphasis will be on the implementation of a landscape plan which would improve amenity of the site.</p> <p>✓ Standard met</p> <p>A landscape plan has not been provided, and will be required through permit conditions.</p>

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

	Development should meet any additional landscape requirements specified in a schedule to the zone. <u>All schedules to all residential zones:</u> <u>"70% of ground level front setback, and side and rear setbacks, planted with substantial landscaping and canopy trees."</u>	✓ Standard met Approximately 75 per cent of the frontage would be landscaped.
Decision Guidelines	Any relevant neighbourhood character objective, policy or statement set out in this scheme.	
	Any relevant plan or policy for landscape design in the SPPF and the LPPF, including the MSS and local planning policies.	
	The design response.	
	The location and size of gardens and the predominant plant types in the neighbourhood.	
	The health of any trees to be removed.	
	Whether a tree was removed to gain a development advantage.	
Objectives	To encourage development that respects the landscape character of the neighbourhood.	Objectives would be achieved
	To encourage development that maintains and enhances habitat for plants and animals in locations of habitat importance.	
	To provide appropriate landscaping.	
	To encourage the retention of mature vegetation on the site.	

Clause 55.03-9 Access objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B14	The width of accessways or car spaces should not exceed: <ul style="list-style-type: none"> • 33 per cent of the street frontage, or • if the width of the street frontage is less than 20 metres, 40 per cent of the street frontage. 	✓ Standard met The existing vehicle crossover will be retained. Its width does not exceed 3m wide.
	No more than one single-width crossover should be provided for each dwelling fronting a street.	✓ Standard met No additional crossover proposed
	The location of crossovers should maximise retention of on-street car parking spaces.	✓ Standard met The existing tree will not be affected as the existing crossover will be retained.
	The number of access points to a road in a Road Zone should be minimised.	N/A
	Developments must provide for access for service, emergency and delivery vehicles.	✓ Standard met Emergency and delivery vehicles will be able to access the site.
Decision	The design response.	

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

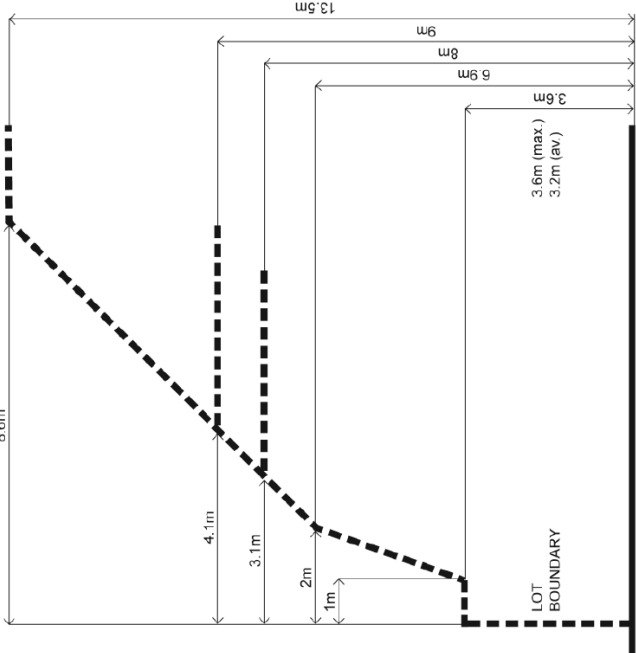
Guidelines	The impact on neighbourhood character.	
	The reduction of on-street car parking spaces.	
	The effect on any significant vegetation on the site and footpath.	
	To ensure the number and design of vehicle crossovers respects the neighbourhood character.	
Objectives	Objectives achieved	

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)
Clause 55.03-10 Parking location objectives

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B15	Car parking facilities should: <ul style="list-style-type: none"> • Be reasonably close and convenient to dwellings and residential buildings. • Be secure. • Be well ventilated if enclosed. Shared accessways or car parks of other dwellings and residential buildings should be located at least 1.5 metres from the windows of habitable rooms. This setback may be reduced to 1 metre where there is a fence at least 1.5 metres high or where window sills are at least 1.4 metres above the accessway.	✓ Standard met Each garage or car space within the development is conveniently and securely located close to their respective dwelling.
Decision Guidelines	The design response.	✓ Standard met
Objectives	To provide convenient parking for residents and visitors vehicles. To protect residents from vehicular noise within developments.	Objectives met

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.04-1 Side and rear setbacks objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B17	<p>A new building not on or within 200mm of a boundary should be setback from side or rear boundaries:</p> <ul style="list-style-type: none"> At least the distance specified in a schedule to the zone, or <p>NRZ1: "A building wall opposite an area of secluded private open space or a window to a living room of an existing dwelling should be setback a minimum of 2 metres."</p> <ul style="list-style-type: none"> If no distance is specified in a schedule to the zone, 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres. <p>Diagram B1 Side and rear setbacks</p>  <p>Diagram B1 Side and rear setbacks</p>	<p>✓ Standard met</p> <p>No wall on boundary exceeds 3m high and setbacks comply with the standard.</p>
	<p>Sunblinds, verandahs, porches, eaves, fascias, gutters, masonry chimneys, flues, pipes,</p>	<p>✓ Standard met</p>

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

	domestic fuel or water tanks, and heating or cooling equipment or other services may encroach not more than 0.5 metres into the setbacks of this standard.	✘ Standard not met
	Landings having an area of not more than 2 square metres and less than 1 metre high, stairways, ramps, pergolas, shade sails and carports may encroach into the setbacks of this standard.	✓ Standard met There are no ramps or landings in this development.
Decision Guidelines	Any relevant neighbourhood character objective, policy or statement set out in this scheme.	
	The design response.	
	The impact on the amenity of the habitable room windows and secluded private open space of existing dwellings.	
	Whether the wall is opposite an existing or simultaneously constructed wall built to the boundary.	
	Whether the wall abuts a side or rear lane.	
Objectives	To ensure that the height and setback of a building from a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.	Objectives met

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.04-2 Walls on boundaries objective

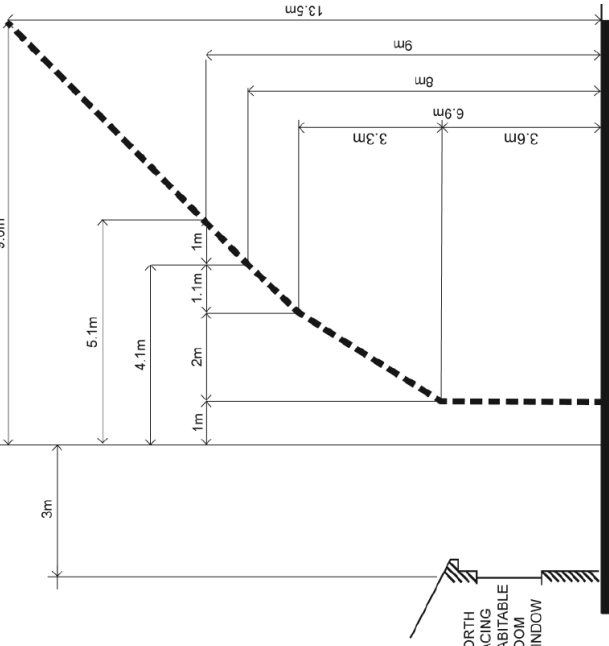
Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B18	<p>A new wall constructed on or within 200mm of a side or rear boundary of a lot or a carport constructed on or within 1 metre of a side or rear boundary of lot should not abut the boundary:</p> <ul style="list-style-type: none"> • For a length of more than the distance specified in the schedule to the zone; or • If no distance is specified in a schedule to the zone, for a length of more than: <ul style="list-style-type: none"> - 10 metres plus 25 per cent of the remaining length of the boundary of an adjoining lot, or - Where there are existing or simultaneously constructed walls or carports abutting the boundary on an abutting lot, the length of the existing or simultaneously constructed walls or carports, whichever is the greater. <p>A new wall or carport may fully abut a side or rear boundary where slope and retaining walls or fences would result in the effective height of the wall or carport being less than 2 metres on the abutting property.</p> <p>A building on a boundary includes a building set back up to 200mm from a boundary.</p>	<p>✓ Standard met</p> <p>There are 6 external boundaries of this subject site and the only boundary where there is a wall is the western boundary where the bedroom 1 and walk-in robe, and family room wall will be constructed on the boundary.</p> <p>The western boundary is the longest of all the walls and the proposed wall complies with standard.</p> <p>✓ Standard met</p> <p>The site is generally flat. There are no retaining walls proposed.</p> <p>✓ Standard met</p> <p>Each building on a boundary will achieve this requirement</p> <p>✓ Standard met</p> <p>All garages have heights not exceeding 3m and no garage wall will be constructed on boundary</p>
Decision Guidelines	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The extent to which walls on boundaries are part of the neighbourhood character.</p> <p>The impact on the amenity of existing dwellings.</p> <p>The opportunity to minimise the length of walls on boundaries by aligning a new wall on a boundary with an existing wall on a lot of an adjoining property.</p> <p>The orientation of the boundary that the wall is being built on.</p> <p>The width of the lot.</p> <p>The extent to which the slope and retaining walls or fences reduce the effective height of the wall.</p> <p>Whether the wall abuts a side or rear lane.</p> <p>The need to increase the wall height to screen a box gutter.</p>	

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

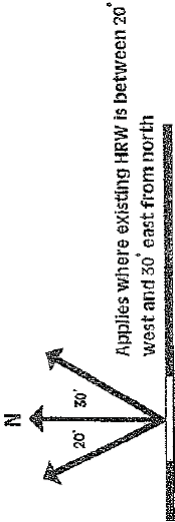
Objectives	To ensure that the location, length and height of a wall on a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.			Objectives achieved
Clause 55.04-3 Daylight to existing windows objective				
Title & Objective	Standards			Standard Met/Standard Not Met/NA
Standard B19	<p>Buildings opposite an existing habitable room window should provide for a light court to the existing window that has a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky. The calculation of the area may include land on the abutting lot.</p> <p>Walls or carports more than 3 metres in height opposite an existing habitable room window should be set back from the window at least 50 per cent of the height of the new wall if the wall is within a 55 degree arc from the centre of the existing window. The arc may be swung to within 35 degrees of the plane of the wall containing the existing window.</p> <p>Diagram B2 Daylight to existing windows</p>			<p>✓ Standard met</p> <p>All habitable room windows on adjoining properties have the required light court to allow daylight into existing windows</p> <p>✓ Standard met</p> <p>All walls located on the boundary are positioned opposite private open space areas</p>
Decision Guidelines	<p>The design response.</p> <p>The extent to which the existing dwelling has provided for reasonable daylight access to its habitable rooms through the siting and orientation of its habitable room windows.</p> <p>The impact on the amenity of existing dwellings.</p> <p>To allow adequate daylight into existing habitable room windows.</p>			Objective achieved

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.04-4 North-facing windows objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p>Standard B20</p>	<p>If a north-facing habitable room window of an existing dwelling is within 3 metres of a boundary on an abutting lot, a building should be setback from the boundary 1 metre, plus 0.6 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres, for a distance of 3 metres from the edge of each side of the window.</p> <p>Diagram B3 North-facing windows</p>  <p>Diagram B3 North-facing windows</p>	<p>✓ Standard met</p> <p>There is no existing dwelling within 3m of the boundary of the abutting lot that would be affected.</p>
	<p>A north facing window is a window with an axis perpendicular to its surface orientated north 20 degrees west to north 30 degrees east.</p>	<p>✓ Standard met</p> <p>No north facing window of the abutting lots will be affected.</p>

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

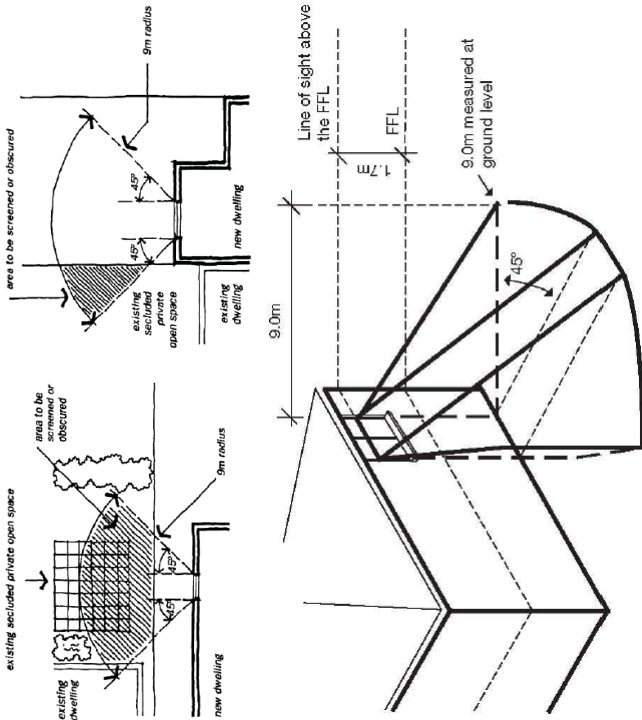
	 <p>Applies where existing HRW is between 20° west and 30° east from north</p>	
Decision Guidelines	<p>The design response.</p> <p>Existing sunlight to the north-facing habitable room window of the existing dwelling.</p> <p>The impact on the amenity of existing dwellings.</p> <p>To allow adequate solar access to existing north-facing habitable room windows.</p>	Objective achieved

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)
Clause 55.04-5 Overshadowing open space objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B21	Where sunlight to the secluded private open space of an existing dwelling is reduced, at least 75 per cent, or 40 square metres with a minimum dimension of 3 metres, whichever is the lesser area, of the secluded private open space should receive a minimum of five hours of sunlight between 9am and 3pm on 22 Sept.	✓ Standard met The shadow diagrams indicate that whilst overshadowing is likely to occur as is typical in any development it will not be at the extent that it would compromise the site's SPOS as all secluded private open space areas (SPOS) are all located to the north.
Decision Guidelines	If existing sunlight to the secluded private open space of an existing dwelling is less than the requirements of this standard, the amount of sunlight should not be further reduced.	✓ Standard met All secluded private open space areas meet the minimum standard and achieve a lot of solar access due to their location to the north.
	The design response.	
	The impact on the amenity of existing dwellings.	
	Existing sunlight penetration to the secluded private open space of the existing dwelling. The time of day that sunlight will be available to the secluded private open space of the existing dwelling. The effect of a reduction in sunlight on the existing use of the existing secluded private open space.	
Objective	To ensure buildings do not significantly overshadow existing secluded private open space.	Objective met

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.04-6 Overlooking objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B22	<p>A habitable room window, balcony, terrace, deck or patio should be located and designed to avoid direct views into the secluded private open space of an existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio. Views should be measured within a 45 degree angle from the plane of the window or perimeter of the balcony, terrace, deck or patio, and from a height of 1.7 metres above floor level.</p> <p>Diagram B4 Overlooking open space</p>  <p>Diagram B4 Overlooking open space</p> <p>existing dwelling</p> <p>new dwelling</p> <p>area to be screened or obscured</p> <p>9m radius</p> <p>45°</p> <p>9.0m</p> <p>Line of sight above the FFL</p> <p>1.7m</p> <p>FFL</p> <p>9.0m measured at ground level</p> <p>45°</p>	<p>✓ Standard met</p> <p>All first floor habitable room windows either have a sill a minimum of 1.7m above the finished floor level or obscured to 1.7m above the finished floor level to limit overlooking.</p>
	<p>A habitable room window, balcony, terrace, deck or patio with a direct view into a habitable room window of existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio should be either:</p> <ul style="list-style-type: none"> • Offset a minimum of 1.5 metres from the edge of one window to the edge of the other. • Have sill heights of at least 1.7 metres above floor level. 	<p>✓ Standard met</p>

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.04-7 Internal views objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B23	Windows and balconies should be designed to prevent overlooking of more than 50 per cent of the secluded private open space of a lower-level dwelling or residential building directly below and within the same development.	✓ Standard met No internal views to adjoin the secluded private open space areas
Decision Guidelines	The design response.	
Objective	To limit views into the secluded private open space and habitable room windows of dwellings and residential buildings within a development.	Objective achieved

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.04-8 Noise impacts objectives

Title & Objective		Standards	Standard Met/Standard Not Met/NA
Standard B24		Noise sources, such as mechanical plant, should not be located near bedrooms of immediately adjacent existing dwellings.	✓ Standard met No noise sources are present near bedrooms of immediately adjacent existing dwellings
		Noise sensitive rooms and secluded private open spaces of new dwellings and residential buildings should take into account of noise sources on immediately adjacent properties.	✓ Standard met The site is within a standard residential area and as such no sensitive rooms will be affected by noise
		Dwellings and residential buildings close to busy roads, railway lines or industry should be designed to limit noise levels in habitable rooms.	✓ Standard met The site is within a standard residential area and not located near any significant arterials or transportation routes.
Decision Guidelines	Objectives	The design response.	
		To contain noise sources within development that may affect existing dwellings.	Objectives achieved
		To protect residents from external noise.	

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.05-1 Accessibility objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B25	The dwelling entries of the ground floor of dwellings and residential buildings should be accessible or able to be easily made accessible to people with limited mobility.	✓ Standard met The dwelling entries are easily accessible or able to be easily made accessible to allow for people with limited mobility.
Objective	To encourage the consideration of the needs of people with limited mobility in the design of developments.	Objective achieved

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)
Clause 55.05-2 Dwelling entry objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B26	Entries to dwellings and residential buildings should: <ul style="list-style-type: none"> • Be visible and easily identifiable from streets and other public areas. • Provide shelter, a sense of personal address and a transitional space around the entry. 	✓ Standard met The dwelling entries are visible and easily identifiable from the street and the common accessway. In addition, each dwelling entry has a shelter space and sense of address from the accessway.
Objective	To provide each dwelling or residential building with its own sense of identity.	Objective achieved

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)
Clause 55.05-3 Daylight to new windows objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B27	<p>A window in a habitable room should be located to face:</p> <ul style="list-style-type: none"> • An outdoor space clear to the sky or a light court with a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky, not including land on an abutting lot, or • A verandah provided it is open for at least on third of its perimeter, or • A carport provided it has two or more open sides and is open for at least on third of its perimeter. 	<p>✖ Standard not met</p> <p>Dwelling 2's family room windows are located 1m away from the boundary fence. It is noted that the family room's windows do not meet this standard as the eaves encroach the light court.</p> <p>A condition will be imposed on the permit requiring the eaves over the north facing family room windows to be deleted thus creating the required 3m² light court.</p>
Decision Guidelines	<p>The design response.</p> <p>Whether there are other windows in the habitable room which have access to daylight.</p>	
Objective	To allow adequate daylight into new habitable room windows.	Objective met

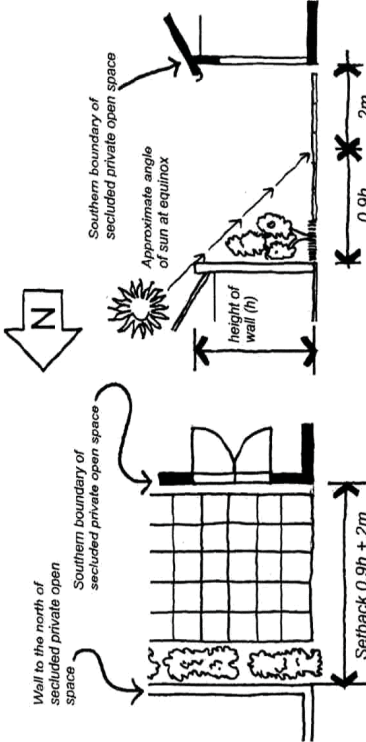
2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.05-4 Private open space objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B28	<p>A dwelling or residential building should have private open space of an area and dimensions specified in a schedule to the zone.</p> <p>GRZ1: "An area of 50 square metres of ground level, private open space, with an area of secluded private open space at the side or rear of the dwelling with a minimum area of 30 square metres and a minimum dimension of 5 metres and convenient access from a living room; or</p> <p>A balcony or rooftop with a minimum area of 10 square metres with a minimum width of 2 metres that is directly accessible from the main living area."</p> <p>If no area or dimensions are specified in a schedule to the zone, a dwelling or residential building should have private open space consisting of:</p> <ul style="list-style-type: none"> An area of 40 square metres, with one part of the private open space to consist of secluded private open space at the side or rear of the dwelling or residential building with a minimum area of 25 square metres, a minimum dimension of 3 metres and convenient access from a living room, or A balcony of 8 square metres with a minimum width of 1.6 metres and convenient access from a living room, or A roof-top area of 10 square metres with a minimum width of 2 metres and convenient access from a living room. <p>The balcony requirements in Clause 55.05-4 do not apply to an apartment development.</p>	<p>✓ Standard met</p> <p>Each dwelling provides the minimum 30m² of secluded private open space with a minimum dimension of 5m and total 50 square metres of private open space as required by the schedule to the zone.</p> <p>All secluded private open space areas can be conveniently accessed from the living room.</p> <p>✓ Standard met</p> <p>All secluded private open spaces areas will be located at ground level and easily accessed from the living area.</p> <p>All domestic services are located outside of the primary secluded private open space area.</p>
Decision Guidelines	<p>The design response.</p> <p>The useability of the private open space, including its size and accessibility.</p> <p>The availability of and access to public or communal open space.</p> <p>The orientation of the lot to the street and the sun.</p>	
Objective	To provide adequate private open space for the reasonable recreation and service needs of residents.	Objective met

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.05-5 Solar access to open space objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B29	<p>The private open space should be located on the north side of the dwelling or residential building, if appropriate.</p> <p>The southern boundary of secluded private open space should be set back from any wall on the north of the space at least $(2 + 0.9h)$ metres, where 'h' is the height of the wall.</p> <p>Diagram B5 Solar access to open space</p>  <p>Diagram B5 Solar access to open space</p>	<p>✓ Standard met</p> <p>All secluded private open space areas have northern orientation thus receiving maximum solar access.</p> <p>✓ Standard met</p>
Decision Guidelines	<p>The design response.</p> <p>The useability and amenity of the secluded private open space based on the sunlight it will receive.</p>	<p>Overshadowing of secluded private open space will be minimal due to the orientation of all SPOS to the north.</p>
Objective	<p>To allow solar access into the secluded private open space of new dwellings and residential buildings.</p>	<p>Objective achieved</p> <p>Solar access to all SPOS is considered reasonable and adequate and achieves consistency with the objective.</p>

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)
Clause 55.05-6 Storage objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B30	Each dwelling should have convenient access to at least 6 cubic metres of externally accessible, secure storage space.	✓ Standard met Each dwelling has access to 6cbm of storage area
Objective	To provide adequate storage facilities for each dwelling.	Objective achieved

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.06-1 Design detail objective

Title & Objective		Standard Met/Standard Not Met/NA
Standard B31	Standards	
	<p>The design of buildings, including:</p> <ul style="list-style-type: none"> • Façade articulation and detailing, • Window and door proportions, • Roof form, and • Verandahs, eaves and parapets, <p>should respect the existing or preferred neighbourhood character.</p> <p>Garages and carports should be visually compatible with the development and the existing or preferred neighbourhood character.</p>	<p>✓ Standard met</p> <p>The dwellings are a traditional format with façade articulation, window and door proportions, roof forms and eaves, all being characteristic of the area, and typical of new multi-dwelling development.</p> <p>The inclusion of a double storey dwelling to the front is identical to the emerging character of the area.</p>
Decision Guidelines		<p>✓ Standard met</p> <p>The garages in this development have been located beside or at the rear of the dwellings. These are compatible in size and appearance with those in the neighbourhood.</p>
	Any relevant neighbourhood character objective, policy or statement set out in this scheme.	
	The design response.	
	The effect on the visual bulk of the building and whether this is acceptable in the neighbourhood setting.	
Objective	Whether the design is innovative and of a high architectural standard.	
	To encourage design detail that respects the existing or preferred neighbourhood character.	

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.06-2 Front fences objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA						
Standard B32	<p>The design of front fences should complement the design of the dwelling or residential building and any front fences on adjoining properties.</p> <p>A front fence within 3 metres of a street should not exceed:</p> <ul style="list-style-type: none">The maximum height specified in a schedule to the zone, or <p><u>All schedules to all residential zones:</u></p> <p><i>“Maximum 1.5 metre height in streets in Road Zone Category 1 1.2 metre maximum height for other streets”</i></p> <ul style="list-style-type: none">If no maximum height is specified in a schedule to the zone, the maximum height specified in Table B3. <p>Table B3 Maximum front fence height</p> <table><tr><th>Street Context</th><th>Maximum front fence height</th></tr><tr><td>Streets in a Road Zone, Category 1</td><td>2 metres</td></tr><tr><td>Other streets</td><td>1.5 metres</td></tr></table>	Street Context	Maximum front fence height	Streets in a Road Zone, Category 1	2 metres	Other streets	1.5 metres	<p>✓ Standard met</p> <p>No front fence proposed</p> <p>N/A</p>
Street Context	Maximum front fence height							
Streets in a Road Zone, Category 1	2 metres							
Other streets	1.5 metres							
Decision Guidelines	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The setback, height and appearance of front fences on adjacent properties.</p> <p>The extent to which slope and retaining walls reduce the effective height of the front fence.</p> <p>Whether the fence is needed to minimise noise intrusion.</p>							
Objective	<p>To encourage front fence design that respects the existing or preferred neighbourhood character.</p>	<p>There is no front fence proposed</p>						

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)
Clause 55.06-3 Common property objectives

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B33	<p>Developments should clearly delineate public, communal and private areas.</p> <p>Common property, where provided, should be functional and capable of efficient management.</p>	<p>✓ Standard met No communal open space is proposed in this development. Private areas are clearly delineated.</p> <p>✓ Standard met The common driveway and landscape areas which are common to residents could be easily maintained.</p>
Objectives	<p>To ensure that communal open space, car parking, access areas and site facilities are practical, attractive and easily maintained.</p> <p>To avoid future management difficulties in areas of common ownership.</p>	<p>Common areas such as accessway and landscape areas would be able to be delineated at the time of subdivision.</p> <p>Objectives achieved</p>

2.3.2 Town Planning Application - No. 21 Edgewood Road, Dandenong (Planning Application No. PLN17/0821) (Cont.)

Clause 55.06-4 Site services objectives

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B34	The design and layout of dwellings and residential buildings should provide sufficient space (including easements where required) and facilities for services to be installed and maintained efficiently and economically.	✓ Standard met The dwellings provide sufficient space for facilities and services to be installed, with bins, storage sheds, clothes lines and rainwater tanks delineated on the site layout plan.
	Bin and recycling enclosures, mailboxes and other site facilities should be adequate in size, durable, waterproof and blend in with the development.	✓ Standard met Bins, mailboxes and other site facilities are appropriately sized, and either hidden from view or at an acceptable height (mailboxes) to not dominate the public realm
	Bin and recycling enclosures should be located for convenient access by residents.	✓ Standard met Bins are located within the rear private open space of each dwelling, but not within the secluded private open space area and are easily accessed through the garage/car space.
	Mailboxes should be provided and located for convenient access as required by Australia Post.	✓ Standard met The mailbox is appropriately located for convenient access as required by Australia Post
	The design response.	The design response is considered appropriate.
Decision Guidelines Objectives	To ensure that site services can be installed and easily maintained.	Objectives achieved
	To ensure that site facilities are accessible, adequate and attractive.	Objectives achieved

2.4 FINANCE AND BUDGET

2.4.1 2018-19 Mid Year Budget Review

File Id:

Responsible Officer:

Director Corporate Services

Attachments:

A – Income Statement

B – Mid-Year Budget Review Referrals

C – Mid-Year Budget Review Notes

Report Summary

The 2018-19 Mid-Year Budget Review process provides Council with the opportunity to review its operations since the adoption of the 2018-19 Budget and subsequently the Amended Budget (incorporating carry over's from 2017-18). It allows Council to make the necessary adjustments to reflect the latest forecast financial position. Where surplus funds are forecast to be available, the Mid-Year Budget Review provides Council with an opportunity to reallocate funding and ensure that available financial resources achieve the maximum benefit to the community.

This report recommends to Council the adoption of the 2018-19 Mid-Year Budget including all referrals listed in **Attachment B** and a proposed transfer of the residual surplus of \$2.22 million to the Major Projects Reserve to resource future capital projects and strategic land acquisitions.

Recommendation Summary

This report recommends that Council adopt the 2018-19 Mid-Year Budget which includes:

1. The proposed amendments to capital and operating budgets that have occurred since the adoption of the Annual Budget and subsequently the Amended Budget (incorporating carry over's from the previous financial year), (**Attachment B**), and
2. The transfer of \$2.22 million to the Major Projects Reserve as a resource for future capital projects.

2.4.1 2018-19 Mid Year Budget Review (Cont.)**Background**

The financial management of City of Greater Dandenong is a complex task with Council managing operational inflows and outflows of over \$186.14 million, with the addition of a capital works program of \$79.02 million in 2018-19 (including carry overs), across hundreds of different services that are provided to the community.

The purpose of this Mid-Year Budget Review is to assess financial trends that have occurred during the first five months of the 2018-19 financial year and to determine a forecast outcome for 30 June 2019. The Mid-Year Budget Review further allows Council to take account of the final outcomes arising from the previous financial year given that the Original Budget is developed in May, some two months prior to the end of the financial year and many of Council's services and capital projects span across the financial years.

Council undertook a half yearly review of the 2018-19 Annual Budget, to identify areas where the forecast result to 30 June 2019 may need amendment due to changed circumstances. All proposed variations to the Amended Budget for both capital and operating are fully described in **Attachment B**.

Following the completion of this review, Council has allocated the accumulated surplus as follows:

Component	Ref	\$'000
Cash surplus available		\$1,964
<u>Less</u>		
Capital variations (net of reserves)	<i>Attachment B</i>	<i>(\$688)</i>
Operating variations (net of reserves)	<i>Attachment B</i>	<i>\$946</i>
Residual surplus available		\$2,222
Transfer to Major Projects Reserve	<i>Attachment B</i>	<i>(\$2,222)</i>
Revised surplus available		\$0

Council has considered the allocation of the net capital variations (\$688,000) and net favourable operational variations (\$946,000) and these are listed in **Attachment B**.

To assist Council in considering the proposed revisions, a number of Attachments are contained in this report, viz.

- **Attachment A – Income Statement** comparing the Amended 2018-19 Budget (Annual Budget plus carry over's from the previous year) against the proposed Mid-Year Budget.
- **Attachment B** - is the full listing of adjustments (both capital and operating) that have been referred for Council consideration and have been proposed to be included in the Mid-Year Budget.

2.4.1 2018-19 Mid Year Budget Review (Cont.)

- **Attachment C** - contains more detailed notes in respect of each proposed change in Attachment B.

Key Outcomes of the 2018-19 Mid-Year Budget Review

The table below details the movements in operating, capital and other non-operating cash items resulting from the review.

Management Accounting summary

Description	Original Budget 2018-19 \$'00	Amended Budget 2018-19 \$'000	Mid Year Budget 2018-19 \$'000	Mid Year vs Amended Variance Fav/(unfav) \$'000
Income Statement				
Income	214,966	209,916	217,560	7,644
Expenditure	179,600	183,319	185,598	(2,279)
Surplus (deficit) - operations	35,366	26,597	31,962	5,365
Management accounting reconciliation				
<i>Add back non-cash items:</i>				
Depreciation	29,945	29,945	29,159	786
Contributions non monetary assets	(15,000)	(15,000)	(15,000)	-
Written down value of assets sold/scrapped	186	186	186	-
Sub total	15,131	15,131	14,345	786
Less non operating cash items				
Capital expenditure	59,912	79,017	77,429	1,588
Transfers to (from) reserves	(2,716)	(4,334)	3,797	(8,131)
Loan proceeds	(10,000)	(10,000)	(10,000)	-
Loan repayments	3,301	3,301	3,301	-
Sub total	50,497	67,984	74,527	(6,543)
Cash surplus (deficit) for year	-	(26,256)	(28,220)	(1,964)
Accumulated surplus bought forward		28,220	28,220	
Forecast position surplus	-	1,964	-	(1,964)

Notes to the Management Accounting summary

Original Budget – Annual Budget adopted by Council 12 June 2018.

2.4.1 2018-19 Mid Year Budget Review (Cont.)

Amended Budget – Incorporating operating and capital carry over's from 2017-18.

1. Income and Expenditure (Income Statement result)

The Income Statement is Council's formal accounting result in accordance with Accounting Standards and as such contains several non-cash items (depreciation, written down value of

assets sold and gifted assets from developers) and excludes cash items such as capital expenditure and loan repayments.

Description	Original Budget 2018-19 \$'00	Amended Budget 2018-19 \$'000	Mid Year Budget 2018-19 \$'000	Mid Year vs Amended Variance Fav/(unfav) \$'000
Income Statement				
Income	214,966	209,916	217,560	7,644
Expenditure	179,600	183,319	185,598	(2,279)
Surplus - ongoing operations	35,366	26,597	31,962	5,365

The forecast operating surplus for the year as projected following the Mid-Year Budget review is \$31.96 million, an increase from the Amended Budget (Attachment A).

The significant items of revenue and expenses that contribute to this variation are as follows.

Income (by exception):

Total income reports an increase of \$7.64 million due to the following favourable variances:

- **Capital project funding – transferred to reserves (\$2.17 million)** – Funding to be received in 2018-19 in relation to the upgrade of Ross Reserve (\$1.98 million) and a \$190,000 contribution from the Keysborough South Primary School to be transferred to the Major Projects Reserve and the Development Contributions Plan (DCP) Reserves respectively.
- **Operational project funding (\$1.79 million)** – Funding received or to be received in 2018-19 in relation to a number of operational projects. The funding will be matched by corresponding project expenditure.
- **Capital project funding (\$972,000)** – Funding to be received in 2018-19 in relation to four capital projects – Dandenong Precinct cultural signs, Thomas Carroll pavilion, Springvale South Aris Soccer Club benches and Safe System Road Infrastructure Program. The funding will be matched by corresponding project expenditure.
- **Community Care funding (\$695,000)** – Higher funding mainly due to HACC Assessments and Team Leaders grant income that is not tied to target achievement. Mostly offset by higher Community Care expenditure (\$615,000).

2.4.1 2018-19 Mid Year Budget Review (Cont.)

- **Regulatory Services – additional income (\$548,000)** – Higher than anticipated income from planning enforcement, animal management, parking fines and recoveries and school crossings, partly offset by lower income for car parks and general law enforcement.
- **Supplementary rates income (\$513,000)** – Higher than anticipated supplementary rates income to 23 October 2018.
- **Financial Assistance Grant allocation via Victoria Grants Commission – additional funding (\$464,000)** – Increase in the final Financial Assistance Grants funding allocation to be received via the Victoria Grants Commission for 2018-19.
- **Capital project funding – Black Spot Program (\$417,000)** – Funding to be received in 2018-19 in relation to two Black Spot Program capital projects. The funding will be matched by corresponding project expenditure.

Expenditure (by exception)

Operating expenditure has increased by \$2.28 million. The major variations include the following unfavourable variances:

- **Operational project expenditure (\$1.79 million)** – Corresponding project expenditure relating to various operational projects – the grant funding of which has been received or is to be received in 2018-19.
- **Community Care expenditure (\$615,000)** – Increased program expenditure more than offset by higher income of \$695,000.
- **Library resources – transfer from capital budget (\$185,000)** – Transfer to operating account to reflect increase in subscription based resources. Nil cash impact.
- **Team 11 project (\$172,000)** – Higher project expenditure mostly offset by higher recovery income and as approved by Council.
- **Bad debt write off and doubtful debts provision expense (\$142,000)** – Increased budget provision based on a recent review of outstanding infringement debtors. Relates mainly to an increase in non-lodgeable infringement debtors that are recovered by the Magistrates Court.
- **Spring Valley Landfill (\$100,000)** – Gas monitoring infrastructure at adjacent temple (funded from reserve).

Partly offset by favourable variances in:

- **Recyclables expenditure (\$299,000)** – Lower rate per tonne than anticipated.
- **Workcover premium saving (\$172,000)** – Lower than anticipated workcover premium (transferred to the Insurance Reserve).

2.4.1 2018-19 Mid Year Budget Review (Cont.)2. Capital expenditure

The capital expenditure program is forecast to decrease by \$1.59 million from the Amended Budget of \$79.02 million (as detailed on page 1 of **Attachment B**). The movement is due to:

- **Delayed capital expenditure (\$6.00 million)** – Capital expenditure for Keysborough South Community Hub building design (\$1.00 million) and Springvale Community Precinct (\$5.00 million) has been delayed to 2019-20 and transferred to or retained in the Major Projects Reserve.

Partly offset by the following increases:

- **Strategic property acquisition (\$2.34 million)** – Purchase of 266-270 Lonsdale Street, Dandenong, offset by a transfer from the Major Projects Reserve.
- **Capital project expenditure – grant funded (\$1.39 million)** – Capital expenditure relating to two Black Spot projects and another four projects – Dandenong Precinct cultural signs, Thomas Carroll pavilion, Springvale South Aris Soccer Club benches and Safe System Road Infrastructure Program. The expenditure will be matched by funding.
- **Higher than expected project costs (\$438,000)** – Relating to three capital projects – Local Area Traffic Management (LATM) program, George Andrews Reserve TRY build containers and Hidden Grove playground improvements.
- **New capital projects requiring delivery in 2018-19 (\$375,000)** – Relates to seven capital projects.

2.4.1 2018-19 Mid Year Budget Review (Cont.)**Variation in movement of transfers to (from) reserves – (\$8.13 million)**

The following table highlights the expected variations to the movements in reserve funds arising from the Mid-Year Budget Review.

Reserve	Original Budget 2018-19 \$'000s	Amended Budget 2018-19 \$'000s	Mid Year Budget 2018-19 \$'000s	MYB vs Amended Variance \$'000s
Transfer to reserves				
Major projects reserve	4,153	4,153	7,375	3,222
Local Government Funding Vehicle (LGFV) sinking fund	-	-	-	-
Open space - planning, development and improvements	2,000	2,000	2,000	-
Open space - acquisitions	-	-	-	-
Development Contribution Plan - Council funded	1,000	1,000	1,190	190
Keysborough maintenance levy	1,470	1,470	1,470	-
Self insurance reserve	-	-	172	172
Spring Valley Landfill rehabilitation reserve	-	-	-	-
Springvale Activity Precinct parking and development	-	-	-	-
Dandenong Activity Precinct parking and development	1,000	1,000	1,000	-
Grants in Advance reserve	-	-	1,983	1,983
Native vegetation reserves	-	-	-	-
Total transfer to reserves	9,623	9,623	15,190	5,567
Transfer from reserves				
Major projects reserve	8,000	9,227	6,563	(2,664)
Local Government Funding Vehicle (LGFV) sinking fund	-	-	-	-
Open space - planning, development and improvements	300	621	621	-
Open space - acquisitions	-	-	-	-
Development Contribution Plan - Council funded	859	859	859	-
Keysborough maintenance levy	1,400	1,400	1,400	-
Self insurance reserve	83	83	83	-
Spring Valley Landfill rehabilitation reserve	628	628	728	100
Springvale Activity Precinct parking and development	70	70	70	-
Dandenong Activity Precinct parking and development	1,000	1,069	1,069	-
General reserve - Aged Care	-	-	-	-
Native vegetation reserves	-	-	-	-
Total transfer from reserves	12,340	13,957	11,393	(2,564)
Net movement in reserves	(2,717)	(4,334)	3,797	8,131

2.4.1 2018-19 Mid Year Budget Review (Cont.)

Transfers to reserves (increase of \$5.57 million)

The increase in transfers to reserves relates to:

- The transfer of the residual Mid-Year Budget surplus of \$2.22 million to the Major Projects Reserve.
- A transfer of grant funding received in advance, to the Grants in Advance Reserve of \$1.98 million for the Ross Reserve Upgrade project.
- A transfer to the Major Projects Reserve of \$1.00 million relating to a delay in the timing of capital expenditure to 2019-20 for the Keysborough South Community Hub building design.

Transfers from reserves (decrease of \$2.56 million)

The decrease in transfers from reserves primarily relates to:

- A reduction in the transfer from Major Projects Reserve of \$5.00 million relating to the timing of expenditure for the Springvale Community Precinct project. The outflow of expenditure is now expected to occur in 2019-20.

Offset by:

- A transfer from the Major Projects Reserve of \$2.34 million to fund the strategic property acquisition at 266-270 Lonsdale Street, Dandenong.

Financial Implications

The 2018-19 Mid-Year Budget review will ensure that Council has accommodated all known variations to the Budget that have occurred during the first six months of the financial year and results in only a minor movement in the budgetary targets established in the 2018-19 Annual Budget.

Consultation

The 2018-19 Mid-Year Budget Review has been prepared on the basis of budget reviews conducted by all Council staff with budgetary responsibilities and following discussion and consideration by Council.

As changes to the Original Budget are not material, Council is not required to formally advertise the Mid-Year Budget.

2.4.1 2018-19 Mid Year Budget Review (Cont.)

Recommendation

This report recommends that Council adopt the 2018-19 Mid-Year Budget which includes:

- 1. the proposed amendments to capital and operating budgets that have occurred since the adoption of the Annual Budget and subsequently the Amended Budget (incorporating carry over's from the previous financial year), (Attachment B); and**
- 2. the transfer of \$2.22 million to the Major Projects Reserve to resource future capital projects.**

2.4.1 2018-19 Mid Year Budget Review (Cont.)

FINANCE AND BUDGET

2018-19 MID YEAR BUDGET REVIEW

ATTACHMENT 1

INCOME STATEMENT/REFERRALS/NOTES

PAGES 18 (including cover)

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

2.4.1 2018-19 Mid Year Budget Review (Cont.)

Attachment A

Income Statement

	Original Budget 2018-19 \$'000	Amended Budget 2018-19 \$'000	Mid Year Budget 2018-19 \$'000	Mid Year vs Amended Variance Fav/(unfav) \$'000
Income				
Rates and charges	139,575	139,575	140,087	512
Statutory fees and fines	7,950	7,950	8,653	703
User fees	9,628	9,628	9,110	(518)
Grants - operating	28,148	22,210	25,352	3,142
Grants - capital	1,256	1,671	5,042	3,371
Contributions - monetary	2,398	2,871	3,102	231
Contributions - non-monetary	15,000	15,000	15,000	-
Net gain on disposal property, infrastructure, plant and equipment	661	661	661	-
Other income	10,350	10,350	10,553	203
Total income	214,966	209,916	217,560	7,644
Expenses				
Employee costs	76,894	79,012	80,884	(1,872)
Materials and services	63,726	65,270	66,172	(902)
Bad and doubtful debts	1,097	1,097	1,239	(142)
Depreciation	29,945	29,945	29,159	786
Borrowing costs	3,171	3,171	3,171	-
Other expenses	4,767	4,824	4,973	(149)
Total expenses	179,600	183,319	185,598	(2,279)
Surplus for the year	35,366	26,597	31,962	5,365
Other comprehensive income				
Items that will not be reclassified to surplus or deficit:				
Other	-	-	-	-
Total comprehensive result	35,366	26,597	31,962	5,365

2.4.1 2018-19 Mid Year Budget Review (Cont.)

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2.4.1 2018-19 Mid Year Budget Review (Cont.)

Attachment B

City of Greater Dandenong
2018-19 MID YEAR BUDGET REFERRALS

DESCRIPTION	NOTES	INCOME \$	EXPENDITURE \$	NET TOTAL \$
ADJUSTMENTS - CAPITAL (CASH)				
Higher than expected project costs				
Local Area Traffic Management (LATM) program	1	0	300,000	(300,000)
George Andrews Reserve - TRY build containers	2	0	60,000	(60,000)
Hidden Grove - Playground improvements	3	0	77,727	(77,727)
		0	437,727	(437,727)
New capital projects requiring delivery in 2018-19				
Lois Twohig Reserve - Electronic scoreboard	4	0	70,000	(70,000)
Lois Twohig Reserve - Shade shelters	5	0	60,000	(60,000)
Fotheringham Reserve - Additional interpretative signs (2-3)	6	0	5,000	(5,000)
Frederick Wachter Reserve clubrooms - Refurbish to multi-use facility	7	0	40,000	(40,000)
Robert Booth, Alex Nelson & Thomas Carroll pavilions - Furniture	8	0	50,000	(50,000)
Noble Park Aquatic Centre (NPAC) - Sand replacement	9	0	110,000	(110,000)
Dandenong Market - Basement car park rectification works	10	0	40,000	(40,000)
		0	375,000	(375,000)
Strategic property acquisition (reserve funded)				
Purchase of 266-270 Lonsdale Street, Dandenong	11	0	2,336,810	(2,336,810)
Transfer from Major Projects Reserve (fund property acquisition)	11	2,336,810	0	2,336,810
		2,336,810	2,336,810	0
Project expenditure delayed to 2019-20 and transferred to reserves (nil cash impact)				
Keysborough South Community Hub building design	12	0	(1,000,000)	1,000,000
Transfer to Major Projects Reserve - Keysborough South Community Hub	12	0	1,000,000	(1,000,000)
Springvale Community Precinct (SCP)	13	0	(5,000,000)	5,000,000
Reduction in transfer from Major Projects Reserve - SCP	13	(5,000,000)	0	(5,000,000)
		(5,000,000)	(5,000,000)	0
Transfers between capital and operating (nil impact)				
Library resources - transfer to operating budget - annual subscription based resources	14	0	(185,000)	185,000
Level Crossing Removal Authority (LXRA) project	15	0	60,000	(60,000)
		0	(125,000)	125,000
New or additional funding (nil impact)				
Dandenong Precinct cultural signs	16	26,993	26,993	0
Thomas Carroll pavilion	17	425,000	425,000	0
Federal Black Spot Program - Thomas Street and Scott Street, Dandenong	18	309,250	309,250	0
Federal Black Spot Program - Windsor Avenue and Regent Avenue, Springvale	19	107,350	107,350	0
Springvale South Aris Soccer Club benches	20	20,000	20,000	0
Safe System Road Infrastructure Program	21	500,000	500,000	0
Ross Reserve Upgrade grant funding	22	1,982,500	0	1,982,500
Ross Reserve grant funding - transfer to Grants in Advance Reserve	22	0	1,982,500	(1,982,500)
Victorian School Building Authority (VSBA) - Keysborough South Primary School (transfer to Development Contributions Plan (DCP) Reserve)	23	190,000	0	190,000
Transfer to DCP Reserve (VSBA contribution to future DCP project)	23	0	190,000	(190,000)
		3,561,093	3,561,093	0
TOTAL ADJUSTMENTS - CAPITAL (CASH)		897,903	1,585,630	(687,727)

2.4.1 2018-19 Mid Year Budget Review (Cont.)

Attachment B

City of Greater Dandenong
2018-19 MID YEAR BUDGET REFERRALS

DESCRIPTION	NOTES	INCOME \$	EXPENDITURE \$	NET TOTAL \$
ADJUSTMENTS - OPERATING (CASH)				
NON DIRECTORATE				
Financial Assistance Grant allocation	24	463,987	0	463,987
Workcover premium saving	25	0	(171,939)	171,939
Workcover premium saving - transfer to Self Insurance reserve	25	0	171,939	(171,939)
Supplementary rates income - higher than anticipated	26	512,633	0	512,633
Fire Services Property Levy income - higher than anticipated	27	7,548	0	7,548
Monash Drive Wetlands - recovery of prior year costs	28	46,418	0	46,418
Victorian Electoral Commission (VEC) prosecution costs	29	0	18,750	(18,750)
Sub-total Non Directorate		1,030,586	18,750	1,011,836
GREATER DANDENONG BUSINESS DIRECTORATE				
Business Networks				
LaunchVic Start Up project - new grant funding	30	90,000	90,000	0
Sub-total Greater Dandenong Business		90,000	90,000	0
CORPORATE SERVICES DIRECTORATE				
People and Procurement Services				
Contracts Officer position (8 months pro-rata)	31	0	37,438	(37,438)
Engagement Officer - Aboriginal And Torres Strait Islander Communities position (2 years, 0.2 EFT)	32	0	21,229	(21,229)
		0	58,667	(58,667)
Finance and Information Technology				
General Revaluation 2018 - final invoice	33	0	44,647	(44,647)
Digital Transformation Lead position (8 months pro-rata)	34	0	88,841	(88,841)
		0	133,488	(133,488)
Sub-total Corporate Services		0	192,155	(192,155)
ENGINEERING SERVICES DIRECTORATE				
Transport and Civil Development				
Asset Protection Permit (APP) Service review - two positions (1.6 EFT) offset by higher APP fee income	35	74,713	74,713	0
Transport - Traffic study in Chapel Road, Keysborough	36	0	65,000	(65,000)
		74,713	139,713	(65,000)
Infrastructure Services and Planning				
Fleet Management - increased fuel costs	37	0	90,000	(90,000)
Spring Valley Landfill - gas monitoring infrastructure at adjacent temple (funded from reserve)	38	0	100,000	(100,000)
Spring Valley Landfill - transfer from reserve	38	100,000	0	100,000
Recycling market - temporary relief grant funding	39	124,080	0	124,080
Recyclables expenditure - lower rate per tonne	40	0	(298,598)	298,598
Dandenong Creek Habitat Enhancement project	41	12,000	12,000	0
		236,080	(96,598)	332,678
City Projects and Asset Improvement				
CIP Implementation - structural and civil inspection of Dandenong Market basement car park	42	0	10,000	(10,000)
Sub-total Engineering Services		310,793	53,115	257,678

2.4.1 2018-19 Mid Year Budget Review (Cont.)

Attachment B

City of Greater Dandenong
2018-19 MID YEAR BUDGET REFERRALS

DESCRIPTION	NOTES	INCOME \$	EXPENDITURE \$	NET TOTAL \$
ADJUSTMENTS - OPERATING (CASH) (continued)				
CITY PLANNING DESIGN AND AMENITY DIRECTORATE				
City Planning Design and Amenity Executive				
LXRA project - transfer to capital budget	15	0	(60,000)	60,000
Planning and Design				
Statutory Planning - higher than anticipated legal fees	43	0	40,000	(40,000)
JC Mills Reserve Master Plan (Oasis redevelopment)	44	0	50,000	(50,000)
Social Impact Study - Optional component of Ernst & Young Climate Change Strategy work	45	0	30,000	(30,000)
		0	120,000	(120,000)
Regulatory Services				
Car Parks - reduction in Carroll Lane parking income	46	(20,000)	0	(20,000)
Planning Enforcement - increase in statutory fines income	47	34,000	0	34,000
Animal Management - increase in statutory recovery income and reduction in animal registration expenditure	48	14,000	(19,000)	33,000
Bad debt write off and doubtful debts provision expense	49	0	141,860	(141,860)
General Law Enforcement - reduction in statutory fines income (Local Laws)	50	(40,000)	0	(40,000)
Parking Management - increase in statutory parking fines and recovery income	51	450,000	0	450,000
School Crossing program - higher than anticipated grant funding received	52	110,000	0	110,000
		548,000	122,860	425,140
Building Services				
Additional statutory fee income partly offset by an approved Administration Officer position	53	83,000	55,087	27,913
Sub-total City Planning, Design and Amenity		631,000	237,947	393,053
COMMUNITY SERVICES DIRECTORATE				
Community Services Executive				
Team 11 project - increase as approved by Council	54	135,050	172,000	(36,950)
Community Care				
Home and Community Care (HACC) - Access and Quality Systems - additional Metro Access grant funding (no matching expenditure)	55	18,612	0	18,612
HACC - reduction in Mecwacare Commercial clients resulting in additional resources for Commonwealth Home Support Program (CHSP)	56	0	410,188	(410,188)
National Respite for Carers - reinstated grant funding	57	75,000	0	75,000
HACC Assessments and Team Leaders - grant income not tied to target achievement	58	601,727	144,500	457,227
Planned Activity Group - temporary agency staff backfill requirement	59	0	60,000	(60,000)
		695,339	614,688	80,651

2.4.1 2018-19 Mid Year Budget Review (Cont.)

Attachment B

City of Greater Dandenong
2018-19 MID YEAR BUDGET REFERRALS

DESCRIPTION	NOTES	INCOME \$	EXPENDITURE \$	NET TOTAL \$
ADJUSTMENTS - OPERATING (CASH) (continued)				
COMMUNITY SERVICES DIRECTORATE (continued)				
Community Wellbeing				
Leisure Centres - consultant review of leisure facilities	60	0	25,500	(25,500)
Drug Strategy - new grant funding	61	129,606	129,606	0
Market Street Occasional Care Centre - new grant funding for the community support and sustainability support programs	61	120,000	120,000	0
Kindergarten Central Enrolment Development grant	61	30,000	30,000	0
New Directions - new grant funding	61	329,638	329,638	0
Sports Planning - maternity leave payments	62	0	23,605	(23,605)
Sport and Active Recreation strategy (Council contribution)	63	0	40,000	(40,000)
Lyndale Secondary College - Master Plan	64	0	20,000	(20,000)
Child First - additional grant funding	61	299,574	299,574	0
Enhanced Maternal and Child Health (MCH) - additional grant funding and associated expenditure	61	216,904	216,904	0
Immunisation - South Eastern Melbourne Primary Health Network (SEMPHN) program - new grant funding and associated expenditure	61	30,000	30,000	0
Immunisation - General program - reduction in anticipated grant funding	65	(71,468)	0	(71,468)
Right @ home - new grant funding and associated expenditure	61	222,487	222,487	0
Maternal and Child Health - Family Violence	61	45,881	45,881	0
Community advocacy unbudgeted legal fees	66	0	14,000	(14,000)
Housing Project Officer position (1 year commencing January 2019)	67	0	50,568	(50,568)
Status Resolution Support Services	68	41,000	41,000	0
Free From Family Violence - new grant funding	69	67,500	45,900	21,600
Community Aid Consortium legal fees	70	0	10,718	(10,718)
Community Grants Program - additional funding	71	0	33,800	(33,800)
Interpreter Services - increased demand	72	0	10,010	(10,010)
Learning Driver Mentor Program - additional grant funding	61	28,500	28,500	0
Dandenong Basketball Association (DBA) - contribution to loan payout	73	0	50,000	(50,000)
		1,489,622	1,817,691	(328,069)
Community Arts, Cultural and Library				
Cultural Development - Public Art Officer position (1 year)	74	0	29,214	(29,214)
Library resources - transfer from capital budget	14	0	185,000	(185,000)
Library and Information Service - refund from SANZAP Pty Ltd for non-delivery of service	75	14,748	14,748	0
Public Library program - additional grant funding	61	45,397	45,397	0
Communities for Children - new grant funding	61	152,450	152,450	0
Festivals and Events - ANZAC Day march	76	0	11,035	(11,035)
Cultural Venues - additional water costs	77	0	15,000	(15,000)
		212,595	452,844	(240,249)
Sub-total Community Services		2,532,606	3,057,223	(524,617)
TOTAL ADJUSTMENTS - OPERATING (CASH)		4,594,985	3,649,190	945,795
GRAND TOTAL OF ALL ADJUSTMENTS		5,492,888	5,234,820	258,068

INCOME DECREASE (-) / INCREASE (+)

EXPENDITURE DECREASE (-) / INCREASE (+)

2.4.1 2018-19 Mid Year Budget Review (Cont.)**Attachment B***City of Greater Dandenong***2018-19 MID YEAR BUDGET REFERRALS**

DESCRIPTION	NOTES	INCOME \$	EXPENDITURE \$	NET TOTAL \$
Summary				
Residual surplus available at 30 June 2018				\$1,964,000
Capital - net outcome				\$5,147,963
(Increase)/decrease in transfers to reserves - capital				(\$3,172,500)
Increase/(decrease) in transfers from reserves - capital				(\$2,663,190)
Subtotal - Capital variations (net of reserve transfers)				(\$687,727)
Operating - net outcome				\$1,017,734
(Increase)/decrease in transfers to reserves - operating				(\$171,939)
Increase/(decrease) in transfers from reserves - operating				\$100,000
Subtotal - Operating variations (net of reserve transfers)				\$945,795
Transfer to Major Projects Reserve				(\$2,222,068)
Subtotal - Reserve transfers				(\$2,222,068)
SURPLUS AVAILABLE FOR ADDITIONAL ALLOCATIONS				\$0

2.4.1 2018-19 Mid Year Budget Review (Cont.)

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2.4.1 2018-19 Mid Year Budget Review (Cont.)**Attachment C****City of Greater Dandenong
2018-19 MID YEAR BUDGET REVIEW - NOTES**

These notes explain the additional income and expenditure line items identified subsequent to the approval of the 2018-19 Original and Amended Budget.

NOTES TO ATTACHMENT A**Adjustments – Capital (cash)****Higher than expected project costs**

1. **Local Area Traffic Management (LATM) program (\$300,000)** – This additional funding is required to cover the shortfall in the 2018-19 budget for the committed LATM project approved by Council in May 2018. As this project was not completed by 30 June (in the 2017-18 budget year) and funds were not able to be carried forward, funds are now required in 2018-19 to complete the project. This project has commenced and is committed to under contract. These LATMs include Beau Vorno Avenue, Keysborough, Eagle Drive, Noble Park North and Terrigal Drive, Noble Park North.
2. **George Andrews Reserve – TRY build containers (\$60,000)** – The original project description required installation of four containers (TRY build), stacked one on top of the other to have two sets. The top container was to be used as a corporate box upstairs and the ground level to be used for storage. A staircase would need to be built to each corporate box. The client has now changed the scope to a modular system structure which requires \$60,000 funding in addition to the \$220,000 included in the 2018-19 Capital Budget.
3. **Hidden Grove – playground improvements (\$77,727)** – This project has been delayed due to an extended community consultation process. This has led to delays in finalising the design and project scoping, and has delayed the procurement and manufacturing process into the current financial year. In order to secure manufactured goods, it was necessary to make partial payment in the last financial year. The equipment is now ready for delivery and is scheduled to be installed by December 2018.

New capital projects requiring delivery in 2018-19

4. **Lois Twohig Reserve – Electronic scoreboard (\$70,000)** - The North Dandenong Junior Football Club Inc. and the North Dandenong Cricket Club Inc. are seeking funding assistance to install a new electronic scoreboard on the top oval of Lois Twohig Reserve. The current oval has had its scoreboard for over 30 years but for football only. Both committees have investigated several providers and have chosen Aus Sports as the appropriate provider and they have an estimated quote of \$64,519 for the scoreboard and installation. The installation of the scoreboard will ensure local sports remain strong for the community of North Dandenong. The scoreboard will meet the needs of both the North Dandenong Junior Football Club Inc. and the North Dandenong Cricket Club Inc. for a long time. The clubs believe they will save on the overall cost of the scoreboard by integrating it with installation of new flood lights which are expected to be installed in 2019. Both installations will require the same power supplies to be updated.
5. **Lois Twohig Reserve – Shade shelters (\$60,000)** - Supply and installation of two shade shelters as Lois Twohig Reserve, adjacent to the cricket nets and the dogs off leash area, including pathways. This project supports recent upgrades to the reserve while improving the usability of the existing activities located within the reserve.

2.4.1 2018-19 Mid Year Budget Review (Cont.)

Attachment C

City of Greater Dandenong
2018-19 MID YEAR BUDGET REVIEW - NOTES

6. **Fotheringham Reserve – Additional interpretative signs (2-3) (\$5,000)** – Funding request for bid 666-16/17 for extension of interpretative signage to be installed at Fotheringham Reserve (2 to 3 additional signs). Design and construct.
7. **Frederick Wachter Reserve clubrooms – refurbish to multi-use facility (\$40,000)** – Funding is required to refurbish the Frederick Wachter Reserve clubrooms. By refurbishing the clubrooms, it would enable the Dandenong Band, the incumbent cricket club and other community groups to use this facility. This building has an expected life of five to six years and it is expected that the costs of the refurbishment would be offset by future rental income.
8. **Robert Booth, Alex Nelson and Thomas Carroll pavilions – furniture (\$50,000)** – Funds required to purchase furniture so these facilities can be promoted as multi-use facilities including the following items for each pavilion - 50 chairs, five chair upright trolleys (each can hold 10 chairs), 20 tables, three table upright trolleys (each can hold seven tables).
9. **Noble Park Aquatic Centre (NPAC) – sand replacement (\$110,000)** - The sand, gravel and underdrains in the five sand filters at NPAC are at the end of their asset life and now need replacing. Currently around five kilograms of sand is being vacuumed from the pool floor every couple of nights. In May 2018, the gravel started to break through the mesh strainers and blocked the heat exchangers, this was fixed and quotes were received for the sand, gravel and underdrains replacement. A CIP bid is in for these works to be undertaken in 2019-20 but it now needs to be done as a matter of urgency. Otherwise it may potentially cause damage to other parts of the plant and equipment such as the heat exchangers, pumps and injectors or continue to enter the pool and affect the users.
10. **Dandenong Market – Basement car park rectification works (\$40,000)** – Funding required to undertake rectification works as identified in the structural and civil inspection report. The works have been identified as a potential risk and requires immediate action.

Strategic property acquisition (reserve funded)

11. **Purchase of 266-270 Lonsdale Street, Dandenong (funded from reserves) (\$2,336,810)** – Strategic property acquisition of 266-270 Lonsdale Street, Dandenong funded from the Major Projects Reserve.

Project expenditure delayed to 2019-20 and transferred to reserves (nil impact)

12. **Keysborough South Community Hub building design (\$1.00 million)** – The delay in acquiring a land site for this building has pushed out the building design phase to 2019-20. The 2018-19 budget will be transferred to the Major Projects Reserve to enable the project to be funded in 2019-20. Nil cash impact after reserve transfer.
13. **Springvale Community Precinct (\$5.00 million)** – This is a multi-year major project with anticipated expenditure in 2018-19 of approximately \$17.81 million. Therefore, \$5 million of the current year budget can be transferred to the Major Projects Reserve for funding in the 2019-20 financial year (offset by a \$5.00 million reduction in the transfer from Major Projects Reserve). Nil cash impact after reduction in reserve transfer.

2.4.1 2018-19 Mid Year Budget Review (Cont.)**Attachment C****City of Greater Dandenong
2018-19 MID YEAR BUDGET REVIEW - NOTES****Transfers between capital and operating (nil impact)**

14. **Library Resources – annual subscription based resources (\$185,000 transfer)** – A transfer to the operating budget is required as there has been a change from purchasing traditional physical book items to annual subscription based library resources which are not capital in nature. This is needed to reflect immediate changing community needs in library resource formats.
15. **Level Crossing Removal Authority (LXRA) project (\$60,000 transfer)** – Transfer from the operating budget to fund CCTV, Wi-Fi and fibre optic cabling work at the Noble Park Activity Centre as a result of LXRA works.

New or additional grant funding (nil impact)

16. **Dandenong Precinct cultural signs (\$26,993)** – VicRoads grant funding for signs at ten agreed locations to direct traffic from the arterial roads in to the Dandenong Activity Centre and its key attractions (precincts, gallery, theatre). Funding matched by project expenditure.
17. **Thomas Carroll pavilion (\$425,000)** – State Government funding of \$325,000 from the 2018-19 Female Friendly Facilities Fund and \$100,000 from the Australian Football League (AFL) to be applied to the refurbishment and extension of the pavilion to enable there to be four change rooms with associated amenities, public toilets, improved social room and additional storage at Thomas Carroll pavilion.
18. **Federal Black Spot Program – Thomas Street and Scott Street, Dandenong (\$309,250)** – Funding awarded by the Federal Government in relation to the National Black Spot program to install traffic signals at Thomas Street and Scott Street, Dandenong. Additional funding matched by project expenditure.
19. **Federal Black Spot Program – Windsor Avenue and Regent Avenue, Springvale (\$107,350)** – Funding awarded by the Federal Government in relation to the National Black Spot program to perform roundabout modifications at Windsor Avenue and Regent Avenue, Springvale. Additional funding matched by project expenditure.
20. **Springvale South Aris Soccer Club benches (\$20,000)** – Grant funding from the Department of Health and Human Services (DHHS) for the installation of two coaches boxes on pitch two at Warner Reserve. Matched by project expenditure.
21. **Safe System Road Infrastructure Program (\$500,000)** – Grant funding for the Safe System Road Infrastructure Program. Matched by project expenditure.
22. **Ross Reserve Upgrade (\$1,982,500)** – State Government grant funding to fund construction of a new basketball court and jogging track, lengthening of the junior football oval, a new all abilities playground that caters for children, youth and adults of all ages and abilities and upgrade to parking and other amenities. Funding to be matched by project expenditure (likely in 2019-20), so the funding will be transferred to the Grants in Advance Reserve in 2018-19. Nil cash impact after reserve transfer.
23. **Victorian School Building Authority (VSBA) - Keysborough South Primary School (transfer to Development Contributions Plan (DCP) Reserve) (\$190,000)** – VSBA to provide a financial contribution to the Chapel/Homeleigh Road DCP project as the intersection scope has changed due to a school being built. The funds will cover the additional costs. DCP project DI-IT5 Roundabout – Chapel/Homeleigh Road. Contribution transferred to the DCP Reserve to fund future DCP project. Nil cash impact.

2.4.1 2018-19 Mid Year Budget Review (Cont.)

Attachment C

**City of Greater Dandenong
2018-19 MID YEAR BUDGET REVIEW - NOTES****Adjustments – operating (cash)****Non Directorate**

24. **Financial Assistance Grant allocation– additional funding (\$463,987)** – Increase in the final Financial Assistance Grant funding allocation to be received via the Victoria Grants Commission for 2018-19.
25. **MAV Workcare – reduction in workcover premium (\$171,939)** – Lower than anticipated workcover premium for 2018-19. This recovery will be transferred to the Self Insurance Reserve.
26. **Supplementary rates income – higher than anticipated (\$512,633)** – Current year supplementary rates income result achieved to 23 October 2018.
27. **Fire Services Property Levy (FSPL) recovery income – higher than anticipated (\$7,548)** – Actual funding received for the administration of the FSPL on behalf of the State Government was higher than anticipated in the 2018-19 Budget.
28. **Monash Drive Wetlands – recovery of prior year costs (\$46,418)** – Reimbursement of costs incurred by Council in the prior year for testing conducted at the Monash Drive Wetlands.
29. **Victorian Electoral Commission (VEC) prosecution costs (\$18,750)** – Costs relating to the prosecution of compulsory voting enforcement by the VEC of the 2016 Local Government Elections.

Greater Dandenong Business

30. **LaunchVic Start Up project – new grant funding (\$90,000)** – New grant funding to be received from LaunchVic in 2018-19 (a further \$10,000 in 2019-20) for the Start Up project. Funding will be matched by project expenditure.

Corporate Services Directorate

31. **Contracts Officer position (\$37,438 pro-rata)** – Permanent part-time (0.6 EFT) approved during the 2018-19 Budget process, but removed from the 2018-19 Budget in error.
32. **Engagement Officer - Aboriginal and Torres Strait Islander Communities position (\$21,229)** – Limited tenure position (0.2 EFT) commencing 1 July 2018 and ceasing 30 June 2020 (2 years) to implement actions outlined in the Reconciliation Action Plan (RAP).
33. **General Revaluation 2018 final invoice (\$44,647)** – Costs relating to Stage 5 of the 2018 General Revaluation. The general revaluation budget in 2018-19 was removed as a result of the new State Government annual valuation process. However this invoice was not issued to Council due to the legislative requirement to wait 60 days after the rate notices were issued (due to an objection period).
34. **Digital Transformation Lead position (\$88,841)** – New ongoing full-time position to progress Council's Digital Strategy to commence in November 2018 (8 months pro-rata).

2.4.1 2018-19 Mid Year Budget Review (Cont.)

Attachment C

**City of Greater Dandenong
2018-19 MID YEAR BUDGET REVIEW - NOTES****Engineering Services Directorate**

35. **Asset Protection Permit (APP) Service review – two positions (1.6 EFT) offset by higher APP fee income (\$nil net impact)** – Council resolution (Minute No. 745 - Ordinary Council Meeting 23 July 2018) requires an increase in the number of APP inspections and related administration tasks. A 0.6 EFT Administration Officer position and a full-time Inspector position are required from December 2018 onwards (7 months pro-rata). Costs associated with delivering higher level of service (\$74,713) in 2018-19 are anticipated to be covered by additional APP fee income, resulting from a Council-approved increase in APP application fees which vary depending on building activity category and commence from 1 January 2019.
36. **Transport – Traffic study in Chapel Road, Keysborough (\$65,000)** – Funding requested for a traffic study to investigate traffic issues in Chapel Road, Keysborough as per Notice of Motion No. 100 from 2016.
37. **Fleet Management – increased fuel costs (\$90,000)** – Increased fuel costs based on 2017-18 and 2018-19 (Quarter 1) usage patterns and estimated fuel price.
38. **Spring Valley Landfill – gas monitoring infrastructure at adjacent temple (funded from reserve) (\$100,000)** – Funding required for the installation of gas monitoring infrastructure and adjustments to the existing gas monitoring bores at an adjacent temple. Costs to be funded from the Spring Valley Landfill Reserve – nil cash impact.
39. **Recycling Market – temporary relief grant funding (\$124,080)** – Final instalment of State Government relief funding relating to the recycling market impact on councils.
40. **Recyclables expenditure – lower rate per tonne (\$298,598)** – Recyclables expenditure was budgeted at \$150 per tonne, however, the actual rate charges has been more favourable at \$120 per tonne.
41. **Dandenong Creek Habitat Enhancement project (\$12,000)** – Grant funding for the Dandenong Creek Habitat Enhancement project offset by project expenditure.
42. **CIP Implementation – structural and civil inspection of Dandenong Market basement car park (\$10,000)** – This funding request is deemed urgent to ensure the area is safe. Funding required to engage an engineering company to undertake a structural and civil inspection of the Dandenong Market basement carpark to identify the cause of water ingress, determine the status of existing batters, document findings and identify options to stabilise the batters.

City Planning, Design and Amenity Directorate

43. **Statutory Planning – higher than anticipated legal fees (\$40,000)** – Legal fees in Statutory Planning are expected to be \$40,000 higher in 2018-19 due to required legal support for a large advisory committee hearing for the proposed Bangholme Market and a significant Victorian Civil and Administrative Tribunal (VCAT) hearing at 220 Chapel Road, Keysborough, both of which were unforeseen when the original budget was adopted.
44. **JC Mills Reserve Master Plan (Oasis redevelopment) (\$50,000)** – Funds requested to develop a Master Plan of the Mills Reserve site, in particular, to resolve car park, playground and other issues associated with the proposed replacement of Oasis Leisure Centre.

2.4.1 2018-19 Mid Year Budget Review (Cont.)

Attachment C

**City of Greater Dandenong
2018-19 MID YEAR BUDGET REVIEW - NOTES****City Planning, Design and Amenity Directorate (continued)**

45. **Social Impact Study – Optional component of Ernst & Young Climate Change Strategy work (\$30,000)** – Funding required to exercise the optional component of the Ernst & Young Climate Change Strategy work.
46. **Car Parks – reduction in Carroll Lane parking income (\$20,000)** - Lower than anticipated car parking income from Carroll Lane car park based on current year trend.
47. **Planning Enforcement – increase in statutory fines income (\$34,000)** – Higher than anticipated statutory fines income based on current year trend due in particular to a case being settled at court at the start of the financial year.
48. **Animal Management – increase in statutory recovery income and reduction in animal registration expenditure (\$33,000)** – Higher than anticipated statutory recovery income based on current year trend (\$14,000) and lower than anticipated animal registration expenditure (\$19,000). The lower registration expenditure is due to the increase in the State Government levy per animal being deferred to 2019-20 (was factored into the 2018-19 budget).
49. **Bad debt write off and doubtful debts provision expense (\$141,860)** – Based on a recent review of outstanding infringement debtors, it is estimated that an increased budget provision is required for bad debt write off expense and doubtful debts provision expense. Relates mainly to an increase in non-lodgeable infringement debtors that are recovered by the Magistrates Court (Residential Amenity Unit, Health Act and Planning infringements).
50. **General Law Enforcement – reduction in statutory fines (Local Laws) (\$40,000)** – Lower than anticipated statutory fines income (Local Laws) based on current year trend which is due to a change in the process for asset protection permits which has led to improved compliance and therefore less infringements being issued.
51. **Parking Management – increase in statutory fines and recovery income (\$450,000)** – Higher than anticipated statutory parking fines and recovery income based on prior year and current year trends.
52. **School Crossing program – higher than anticipated grant funding received (\$110,000)** – Higher than anticipated School Crossing grant funding received in the current year.
53. **Building Services – Additional statutory fee income partly offset by an approved Administration Officer position (\$27,913 net income)** – Higher statutory lodgement fee income based on current year trend (\$83,000), partly offset by new salaries and oncosts for an approved Administration Officer full-time position commencing October 2018 (\$55,087).

2.4.1 2018-19 Mid Year Budget Review (Cont.)

Attachment C

**City of Greater Dandenong
2018-19 MID YEAR BUDGET REVIEW - NOTES****Community Services**

- 54. Team 11 project – increase to \$110,000 net budget as approved by Council (\$36,950)** – Council's net additional contribution for the Team 11 project to the development of a business case for the A-League team and marketing. This is a collaborative project with the City of Casey and Shire of Cardinia. Recovery income is expected to increase by \$135,050 and project expenditure by \$172,000 (net increase of \$36,950 to \$110,000). As per the minutes of the 23 July 2018 Council meeting, a maximum budget of \$110,000 for this project in 2018-19 was approved by Council.
- 55. Home and Community Care (HACC) – Access and Quality Systems – additional Metro Access grant funding (no matching expenditure) (\$18,612)** – Confirmed additional grant funding with no associated expenditure.
- 56. HACC – reduction in MecwaCare Commercial clients resulting in additional resources for Commonwealth Home Support Program (CHSP) (\$410,188)** – Council is no longer receiving this portion of Commercial Aged Care income due to the transition period for Council's former Home Care Packages Program being completed. Council is no longer providing direct in-home services to most of these former Home Care Package clients, however the staff have been budgeted in the CHSP program.
- 57. National Respite for Carers – reinstated grant funding (\$75,000)** - Extension of funding was not known at the time of the adoption of the 2018-19 Budget. Will utilise current resources in the CHSP program, so not offset by corresponding expenditure.
- 58. HACC Assessments and Team Leaders - grant income not tied to target achievement (\$457,227 net income)** - Government Grant income budget had been calculated on anticipated achievement of targets - 60% of over 65 years old assessment target and 40% of under 65 years old assessment target. The State Government (DHHS) has verbally advised that under target achievement will not affect grant. The grant income budget can therefore be increased back to match the actual grant agreement for 2018-19. Part of the conditions in retaining the entire grant is the use of the unexpended funds for two temporary positions over 2018-19, for a National Disability Insurance Scheme (NDIS) Project Officer and Promotional Officer to assist HACC - Program for Younger People (PYP) client's transition to NDIS. Retention of grant will also allow additional temporary staff for backfilling of leave which is necessary to maintain assessment referrals. It will also cover the cost of staff travel to appointments at the start or end of the day, rather than using a pool car. This allows more efficiency in undertaking assessments.
- 59. Planned Activity Group – temporary agency staff backfill requirement (\$60,000)** – Unanticipated agency staff to backfill for staff member on extended leave.
- 60. Leisure Centres – consultant review of leisure facilities (\$25,500)** – Funding is requested to undertake a detailed review of the current operations and future management options for the Council-owned aquatic and leisure facilities. The current contract is due to expire on 30 June 2019. Council also owns a number of other indoor leisure facilities including the Dandenong Stadium and the Dandenong Netball facility. These facilities are currently leased to the tenant sporting organisations. For a number of reasons, the ongoing operational costs of the leisure facilities is significantly increasing resulting in a significant subsidy from Council. To ensure the facilities remain relevant to the needs of the community and are operated as effectively as possible there is a need to review both the operational performance and future management options/arrangements for the Council owned leisure facilities.

2.4.1 2018-19 Mid Year Budget Review (Cont.)

Attachment C

City of Greater Dandenong
2018-19 MID YEAR BUDGET REVIEW - NOTES**Community Services (continued)**

- 61. Additional or new grant funding in 2018-19 with offsetting expenditure (nil cash effect). Confirmation received after development of the 2018-19 Adopted Budget for the following programs:**
- Right @ Home (\$222,487)
 - Drug Strategy (\$129,606)
 - Market Street Occasional Care Centre – Community and Sustainability Support programs (\$120,000 combined)
 - Kindergarten Central Enrolment Development (\$30,000)
 - New Directions (\$329,638)
 - Child First (\$299,574)
 - Enhanced Maternal and Child Health (MCH) (\$216,904)
 - Maternal and Child Health – Family Violence (\$45,881)
 - Immunisation – South Eastern Melbourne Primary Health Network (SEMPHN) project (\$30,000)
 - Learning Driver Mentor Program (\$28,500)
 - Libraries – Public Library program (\$45,397)
 - Libraries – Mission Australia – The Bridge – Communities for Children (\$152,450)
- 62. Sports Planning – maternity leave payments (\$23,605)** – Funding required for maternity leave payments. This situation was not known at the time of adopting the 2018-19 Budget.
- 63. Sport and Active Recreation strategy (Council contribution) (\$40,000)** - The submission of the Community Sports Infrastructure Fund – Planning Grant Application included a Council contribution of \$40,000 to deliver this priority project. The grant funding of \$30,000 (and matching expenditure) was included in the 2018-19 Budget, however, the Council contribution of \$40,000 was omitted in error. This funding is now requested to ensure that Council meets the requirements of the grant funding received from Sports and Recreation Victoria.
- 64. Lyndale Secondary College – Master Plan (\$20,000)** – Funding is requested to review the 2016 draft Master Plan concepts for the Lyndale Secondary College site, finalise the draft Master Plan and produce an implementation document agreed to by Council and the Lyndale Secondary College (including costings and timelines for any future upgrades). To confirm the elements that could be accommodated on the site, and to provide a more refined cost plan for future development, the preferred option of officers is to complete the Master Plan that was commenced in 2016, prior to seeking a new agreement (current agreement expires in January 2019). This was confirmed in CBS on 1 October 2018.
- 65. Immunisation – General program – reduction in anticipated grant funding (\$71,468)** – Reduction in anticipated subsidy funding based on a review of prior year actuals. No corresponding savings in costs due to increase in Council subsidy for this service.
- 66. Community advocacy unbudgeted legal fees (\$14,000)** - Council approved opposing the Dandenong Returned and Services League (RSL) application for 11 additional electronic gaming machines. Legal action has taken place and the Victorian Commission for Gambling and Liquor Regulation (VCLGR) hearing is now finalised. The legal fees of \$14,000 associated with this action were not known at the time of adopting the 2018-19 Budget.

2.4.1 2018-19 Mid Year Budget Review (Cont.)

Attachment C

**City of Greater Dandenong
2018-19 MID YEAR BUDGET REVIEW - NOTES****Community Services (continued)**

- 67. Housing Project Officer position (1 year commencing January 2019) (\$50,568)** – The City of Greater Dandenong has the second highest rate of homelessness outside of the central business district with high levels of 'rough sleepers' and overcrowding in established residences. Funding requested for one full-time Housing Project Officer position (one year) to move forward actions associated with Council's Housing Strategy. The position would commence in January 2019 (6 months pro rata expenses in 2018-19 and 2019-20) and will be shared between the Community Services and City Planning, Design and Amenity directorates as project work may cover appropriate planning responses to homelessness, boarding houses, partnerships with housing associations and other initiatives.
- 68. Status Resolution Support Services (\$41,000)** – Council is leading an advocacy campaign against Government cuts to the Status Resolution Support Services (SRSS) on behalf of a number of partner councils. It is estimated that Council will receive \$41,000 in contributions from partner councils and will incur consultant expenditure of \$41,000. Nil cash impact.
- 69. Free From Family Violence – new grant funding (\$67,500)** – State Government funding to increase workforce and community capacity to address gender inequity, family violence and violence against women, and their drivers. Project is fully grant funded but will utilise \$21,600 of existing resources (already included in the 2018-19 Budget).
- 70. Community Aid Consortium legal fees (\$10,718)** – Unbudgeted legal costs incurred in relation to the Community Aid Consortium.
- 71. Community Grants Program – additional funding (\$33,800)** – Increase to 2018-19 community support grants budget as discussed by Council at the Council Briefing Session on 19 November 2018.
- 72. Interpreter Services – increased demand (\$10,010)** – The growth in interpreter service demand is due to the increasing complexities of resident interactions and legislative reporting requirements.
- 73. Dandenong Basketball Association (DBA) – contribution to loan payout (\$50,000)** – As approved by Council at its meeting on 12 June 2018, Council would contribute \$50,000 to the DBA for the final payment of their loan.
- 74. Cultural Development – Public Art Officer position (1 year) (\$29,214)** – Funds requested for a Public Art Officer position (3 days a week, band 6A) for a 12 month temporary contract. To commence in January 2019 (6 months pro-rata in 2018-19 and 2019-20). This position is required to meet ongoing work load for Public Art Management and Maintenance which requires centralised coordination. The position was in the budget previously but was removed when a staff member resigned.
- 75. Library and Information Service – refund from SANZAP Pty Ltd for non-delivery of service (\$14,748)** – Refund will be received this year from SANZAP Pty Ltd for non-delivery of service and will be applied to additional Library Service delivery costs.
- 76. Festivals and Events – ANZAC Day march (\$11,035)** – Road closure costs for ANZAC Day marches at Dandenong, Springvale and Noble Park in 2018.
- 77. Cultural Venues – additional water costs (\$15,000)** – Ongoing unrepaired water leakage at Walker Street Gallery.

2.5 POLICY AND STRATEGY

2.5.1 Electronic Gaming Policy Review

File Id:	A5051926
Responsible Officer:	Director Community Services
Attachments:	Electronic Gaming Policy 2014 Electronic Gaming Policy 2018 (Draft)

Report Summary

This report presents the reviewed Greater Dandenong Electronic Gaming Policy for endorsement.

The policy provides guidance to Council in its advocacy for gambling reform and a framework for Council responses to applications for Electronic Gambling Machines (EGMs) or new gaming venues.

Features new to this Policy include measures that define the relationship between Council and the gambling industry, and a widening of the focus of Council's advocacy to address various forms of gambling.

Recommendation Summary

This report recommends that the revised Electronic Gaming Policy be endorsed.

2.5.1 Electronic Gaming Policy Review (Cont.)**Background**

Council developed its Electronic Gaming Policy in 2014 to direct Council activities relating to EGM gambling. The revised Policy replaces the 2014 policy.

Presently, 958 EGMs operate in 15 hotels and clubs throughout the municipality. The State Government 'Cap' or limit of 989 EGMs in Greater Dandenong, means that no more than 31 further EGMs may be installed at clubs or hotels. The density of EGMs in Greater Dandenong currently stands at 7.6 per 1000 adults, the second highest level in metropolitan Melbourne.

Elevated levels of EGM gambling expenditure incurred by the Greater Dandenong community, coupled with relatively low incomes among residents, make gambling-related problems a matter of enduring concern for Council and for the community.

In 2017-18, \$121 million was lost to EGMs in the municipality – equivalent to \$968 per adult and the highest rate of gambling losses in Victoria. Other forms of gambling, such as sports betting, horse racing and the Melbourne Casino account for further losses, estimated at over \$100 million each year within Greater Dandenong.

EGMs account for nearly half of all gambling losses in Victoria and cause the majority of gambling-related issues among residents. Since their introduction to Victoria, over \$3.2 billion has been lost to EGMs in Greater Dandenong alone, representing over \$50,000 for every household in this community. In 2016, losses incurred by those residents who gamble on EGMs were equivalent to approximately 22% of their gross income.

Consequences of gambling issues include depression, excessive alcohol or other drug use, decreased attendance and productivity at work, bankruptcy, deceptive or criminal actions to obtain money, marital breakdown, divorce or family violence, and homelessness. Such adverse impacts of gambling are widely documented in research and have been extensively reported to Council by welfare agencies and community groups within Greater Dandenong.

Benefits attributed to gambling include the creation of employment. However, the Productivity Commission and Victorian Efficiency and Competition Commission have each concluded that employment generated by gambling is offset by job losses in other industries, as funds normally spent on food, clothing and other items are diverted to gambling.

In addition, clubs provide funding support to community groups and charities. In 2016-17, local clubs returned 63 cents to the wider community as gifts, donations, sponsorships, support for war veterans and volunteering, for every \$10 lost to their EGMs.

Proposal

The revised Policy has been developed following a thorough review of the current Electronic Gaming Policy.

The review process included:

- consideration of policy developments, research and local data

2.5.1 Electronic Gaming Policy Review (Cont.)

- review of the impact of the current policy
- internal stakeholder discussion
- consultations with external stakeholders.

The purpose of the Policy is to improve the clarity, consistency and direction of Council activities in gambling advocacy and response to EGM applications, and enhance community education and engagement.

The Policy encompasses five broad areas of activity:

- advocacy
- community engagement and education
- research and monitoring of gambling trends
- Council's relationship with the gambling industry
- EGM gambling applications.

Advocacy

Council has long advocated for reforms to ease the burden of gambling losses upon our community and is a founding and financial member of the Alliance for Gambling Reform. The Alliance unites councils, community groups, leading academics and respected reformers.

The Alliance is a national organisation dedicated to gambling reform and informing the public about the addictive nature of gambling and its harmful consequences for the community. Council is working with its partners in the Alliance to reduce the impact of gambling upon disadvantaged individuals and communities.

This Policy provides that Council will advocate for, and support the advocacy efforts of external organisations that seek:

- Reduction in the number of EGMs permitted under the caps, in municipalities of socio-economic disadvantage and relatively high EGM density.
- Fewer EGMs in vulnerable communities.
- Reduced EGM bet limits.
- Removal of deceptive features of EGM design.
- Steps to reduce the political influence of the gambling industry.
- Other measures which may reduce the burden of gambling losses upon the community.

Council has played an active role in responding to government inquiries into gambling. In previous years, Council has presented submissions in response to investigations into the costs of problem gambling, licensing arrangements, harm associated with gambling and gaming machine caps. This Policy endorses continued engagement with government in the future.

The goal of such activities is to change the laws and other rules governing the conduct of gambling in Victoria.

2.5.1 Electronic Gaming Policy Review (Cont.)

Community Engagement and Education

Council has for over 20 years informed residents about the extent and effects of gambling through print media and its website.

During this period, Council has maintained a relationship with Gambler's Help Southern, supporting its community education programs.

This Policy stipulates that Council will continue to inform residents about the nature and extent of gambling-related harm in our community, sources of advice and support, and the need for gambling reform.

In addition, the Policy expresses Council's determination to support gambling advocacy by community groups whose goals and activities are consistent with Council policy and standards of conduct.

The purpose of these measures is to provide the community with an opportunity to respond in an informed manner to gambling and gambling-related issues, and to extend residents' ability to participate in advocacy for gambling reform and in local responses to EGM gambling applications.

Research and Monitoring of Gambling Trends

Council documents trends in EGM losses, reviews contemporary research and monitors policy developments. Such information is shared with the Alliance for Gambling Reform and other councils.

Council's website presents details about the scope of gambling harm, sources of advice and support, and the need for gambling reform.

An annual report is presented to Council, reviewing gambling-related activities in the fields of advocacy, community development and responses to EGM applications.

The goal of these activities is to ensure that Councillors and residents are duly informed about gambling trends, policy developments and advised about Council's actions to address gambling-related harm within this community and be empowered to participate actively in advocating for gambling reform.

Council's Relationship with the Gambling Industry

This policy incorporates clauses stating that Council shall not grant or accept funds from gaming venues, except where specific conditions are met. These clauses further stipulate that Council will where circumstances permit, oppose the installation of further EGMs at Council-owned or managed properties.

These statements guide the dealings of the City of Greater Dandenong with local gambling venues and the broader gambling industry in a manner that is consistent with Council's public stance on gambling issues.

2.5.1 Electronic Gaming Policy Review (Cont.)**EGM Gambling Applications**

Council does not control the establishment of gaming venues or the addition of gaming machines to existing venues. However, it does have an opportunity to respond to applications for new venues or additional gaming machines.

Two permits are required to establish a new gambling venue or to install EGMs at an existing venue: a planning permit from Council to ensure the application complies with the planning scheme; and approval from the Victorian Commission for Gambling and Liquor Regulation (VCGLR). Councils may oppose applications at a hearing before the VCGLR.

The Policy provides guidance to Council to fulfil its legislative obligations in responding to such applications. Criteria which Council may consider in assessing gambling applications, detailed in this Policy, include:

- Levels of disadvantage in incomes, employment, education and fluency in the use of spoken English among residents living near the venue.
- The density of EGMs in the vicinity of the venue.
- Level of EGM gambling losses per adult in proximity to the venue.
- Proximity to sensitive land uses.
- Community opposition.
- Other factors likely to exert a net negative impact upon the wellbeing of the community.

The goal of this section of the policy is to ensure Council's responses to applications continue to reflect consideration of the merits of each case, guided by a thorough appraisal of the relevant evidence.

Community Plan 'Imagine 2030' and Council Plan 2017-21 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted to see for themselves and the City in 2030, the result was the Greater Dandenong Community Plan 'Imagine 2030'. This report is consistent with the following community visions:

Community Plan 'Imagine 2030'**People**

- *Lifecycle and Social Support* – The Generations supported

Opportunity

- *Education, Learning and Information* – Knowledge
- *Leadership by the Council* – The leading Council

2.5.1 Electronic Gaming Policy Review (Cont.)

Council Plan 2017-21

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following goals:

People

- A vibrant, connected and safe community
- A creative city that respects and embraces diversity

Place

- A healthy, liveable and sustainable city

Opportunity

- An open and effective Council

The strategies and plans that contribute to these outcomes are as follows:

- Community Wellbeing Plan 2017-21
- Council Plan 2017-21

2.5.1 Electronic Gaming Policy Review (Cont.)

Related Council Policies

- Community Engagement Framework
- Electronic Gaming Policy 2014.

Victorian Charter of Human Rights and Responsibilities

All matters relevant to the Victorian Human Rights Charter have been considered in the preparation of this Policy and are consistent with the standards set by the Charter.

Financial Implications

There are no financial implications associated with this report.

Consultation

The preparation of this Electronic Gaming Policy involved face-to-face discussions with Council officers and a selection of external stakeholders, as well as extensive, ongoing research about current gambling trends and issues.

Conclusion

The policy articulates Council's continuing role in advocacy, and in informing and engaging the community. It also sets an example of integrity and transparency in its dealings with the gambling industry, while strengthening its framework for guiding its responses to EGM gambling applications within Greater Dandenong.

Recommendation

That Council:

1. **endorses the 2018 Electronic Gaming Policy as provided in Attachment 1; and**
2. **abolishes the former Electronic Gaming Policy 2014 as provided in Attachment 2.**

2.5.1 Electronic Gaming Policy Review (Cont.)

POLICY AND STRATEGY

ELECTRONIC GAMING POLICY REVIEW

ATTACHMENT 1

ELECTRONIC GAMING POLICY 2014

PAGES 9 (including cover)

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

2.5.1 Electronic Gaming Policy Review (Cont.)

Greater Dandenong Policy

Electronic Gaming Policy

File Number:	A37074	Authority:	Council
Directorate:	Community Services	Responsible Officer:	Manager Community Development, Facilities and Recreation
Policy Type:	Discretionary	Version No:	001
1 st Adopted by Council	14 December 2009 Minute No. 367	Last Adopted by Council	13 October 2014 Minute No.
Review Period:	Every 4 years	Next Review:	October 2018

1. Purpose

This Policy provides a framework to guide Council's response to gambling that occurs through electronic gaming machines (EGMs) within the City of Greater Dandenong.

The purpose of the Policy is to provide direction for Council in relation to EGMs on behalf of the community, specifically in relation to advocacy, enhanced community engagement and leadership and a guide to Council's response to EGM applications.

The Policy is supported by extensive research and a variety of consultations, conducted by Council over time.

2. Background

Council developed a Gambling Policy in 2009 which has been used to guide Council actions relating to EGM gambling over the past five years. This Policy replaces the former Gambling Policy and reflects the intentions of the Council Plan 2013-2017 particularly Strategic Objective One: 'A Healthy and Sustainable Community', priority 1.1: 'Promoting healthy lifestyles' and the Community Wellbeing Plan 2013-2017 under priority five: 'Building Healthy and Sustainable Communities'.

2.5.1 Electronic Gaming Policy Review (Cont.)

Greater Dandenong Policy

The City of Greater Dandenong has a 'cap' of 989 EGMs as determined by the State Government with 933 EGMs currently operating across 15 hotels and clubs throughout the municipality. This represents a density of 8.3 EGMs per 1000 adults in Greater Dandenong, the second highest concentration of gambling machines in metropolitan Melbourne.

It is recognised that EGM gambling is a legal activity that provides recreational benefit for many who wish to gamble and such activity can occur without harm or negative impact. However, the high levels of EGM gambling expenditure incurred by the Greater Dandenong community, coupled with relatively low incomes among residents, make gambling-related problems a long-standing issue of concern for Council and for the community.

Losses to EGMs in Greater Dandenong exceeded \$110 million in 2013/14, the equivalent of \$940 per adult in this community and the highest rate of gambling losses in Victoria.

Since the introduction of EGMs into Victoria, cumulative losses to EGMs within Greater Dandenong have surpassed \$2.5 billion, representing the highest rate of such losses in the State.

EGMs form the bulk of gambling losses in Victoria and account for the majority gambling-related problems among residents.

In response to applications for further EGMs at existing gambling venues or for new venues, State legislation specifies a dual role for Councils in the process of approval as follows:

- The granting of planning approval of the addition of further EGMs or establishment of a new gambling venue; and
- The opportunity to respond to an application by submission to the Victorian Commission for Gambling and Liquor Regulation (VCGLR). As part of this process, legislation specifies the amount of time Councils may take to notify the VCGLR of its intention in relation to an application and to present its submission on behalf of the community. Having made a submission, Council has the option of supporting its position with an oral presentation at a hearing of the Commission, should it choose to do so.

Council has no role in regulating other forms of legal gambling activity. However, Council can advocate on behalf of its community for policy reforms and changes to legislation.

This Policy guides Council involvement in community development and leadership and advocacy in this area.

3. Scope

This Policy encompasses local gaming venues and associated license applications for new venues or additional EGMs. Applications may be submitted to Council as initial statutory planning applications or referred to Council by the VCGLR.

2.5.1 Electronic Gaming Policy Review (Cont.)

Greater Dandenong Policy

This Policy also covers community engagement in relation to gambling and advocacy for reforms to the regulation of EGM gambling, particularly for issues that impact on residents and community organisations in the City of Greater Dandenong.

4. Human Rights and Responsibilities Charter – Compatibility Statement

All matters relevant to the Victorian Human Rights Charter have been considered in the preparation of this Policy and are consistent with the standards set by the Charter, in particular, those bearing upon:

- Privacy and reputation;
- Freedom of thought, conscience, religion and belief;
- Freedom of expression;
- Peaceful assembly and freedom of association;
- Protection of families and children; and
- Taking part in public life.

5. References

Planning and Environment Act (1973)
Gambling Regulation Act (2003)
Victorian Charter of Human Rights and Responsibilities 2006
Council Plan 2013-2017
Community Wellbeing Plan 2013-2017

6. Definitions

Caps	Limits set by the VCGLR or Minister for Gambling, under the provisions of the Gambling Regulation Act (2003), upon the number of EGMs permitted within specified regions, including Greater Dandenong.
EGMs	Electronic gaming machines.
EGM applications	Applications by venue operators for approval to operate additional EGMs at a venue.
Gambling losses	Funds lost by gamblers to EGMs. Such losses equal the difference between the total amount of money fed into EGMs and the total returned to gamblers as winnings.
Gambling venue	A hotel or club approved by the VCGLR as premises suitable for EGM gambling.

2.5.1 Electronic Gaming Policy Review (Cont.)

Greater Dandenong Policy

Problem gambling	Sustained pattern of gambling which results in financial losses that cause persistent and detrimental effects to gamblers and/or their families.
Proposal	An application, or proposed application, for a planning permit or approval from the VCGLR for a new gambling venue, for an increase in EGMs, or for an extension of opening hours at an existing venue.

7. Council Policy**7.1 Advocacy**

7.1.1 Council will advocate, and support the advocacy of other local governments or organisations, for reform to the regulation of EGM gambling, including but not limited to the following:

- Reduction in the density and number of EGMs permitted under the caps, in municipalities of socio-economic disadvantage and relatively high EGM density;
- Measures that diminish problem gambling. For example:
 - Imposition of a limit of \$1 upon the amount of money that may be lost in a single bet on an EGM;
 - Removal of EFTPOS facilities from EGM gambling venues;
 - Introduction of a compulsory pre-commitment mechanism; and
 - Increased State Government financial support for programs and services that prevent problem gambling or the harms associated with problem gambling;
- An extension in the period of time Councils are allowed to respond to gambling applications; and
- Revision of the VCGLR Social and Economic Impact Assessment Form, to more clearly direct local governments to relevant evidence about the local impact of gambling applications.

7.1.2 Council will support residents or community groups which seek to advocate on their own behalf for reforms to prevent or address gambling-related problems in the community.

7.2 Community Consultation, Support and Education

7.2.1 Council will support, through expertise and information, the efforts by external agencies to promote public awareness of the harm caused by gambling and of the support available to those affected by such problems.

2.5.1 Electronic Gaming Policy Review (Cont.)

Greater Dandenong Policy

- 7.2.2** Council will encourage and support through the provision of information, the activities of community groups which voice resident views about the effects of gambling upon the community or advocate for reform to the gambling industry.
- 7.2.3** Council will identify and support community education and awareness-raising initiatives that are complementary to existing programs and evidence-based.
- 7.2.4** Council will collaborate with other Councils in the region and work within State-wide forums to exchange gambling-related information, practical experience and other resources.
- 7.2.5** Council will engage with the community to better understand community views on EGM gambling and its impacts in Greater Dandenong.
- 7.2.6** Council will report relevant trends about gambling and its impacts to the community, local organisations and internal stakeholders.

7.3 Research and Monitoring Gambling Trends

- 7.3.1** Council will monitor and make information available about:
 - EGM gambling conditions and trends within the community;
 - Research into the nature of gambling problems and best practice in responding to such issues; and
 - Relevant policy or legislative developments and their implications for the Greater Dandenong community.
- 7.3.2** Statistical data about relevant conditions and the impact of EGM's within Greater Dandenong and other Victorian municipalities will be maintained on Council's website.

7.4 Planning Approval Applications

Council will critically evaluate any planning permit applications for EGM venues in Greater Dandenong in accordance with this Policy.

7.5 EGM Applications

The term 'EGM applications' refers to applications by venue operators for approval to operate additional EGMs at a venue. These include applications to add additional EGMs to a current gaming venue (sometimes referred to as 'top up applications') and applications to add EGMs to a non-gaming venue. EGM applications may take the form of a planning permit application to operate EGMs at a venue ('planning approval') or an application to the VCGLR for approval to operate EGMs at a venue ('gaming approval').

2.5.1 Electronic Gaming Policy Review (Cont.)

Greater Dandenong Policy

Council's response to EGM applications will be guided by consideration of this Policy. The merits of each application will be considered by Council on a case-by-case basis, considering the full range of economic and social benefits and detriments of the proposal and the matters included in this Policy.

For EGM applications seeking approval from the VCGLR, Council will consider whether the proposal complies with the 'no net detriment test' under the *Gambling Regulation Act 2003*, namely, whether the net economic and social impact of approval will not be detrimental to the well-being of the community in which the premises is located.

Council may, in its discretion, support EGM applications where it is satisfied that the EGM application is likely to provide a clear net positive impact upon the well-being of the local community. In exercising its discretion, Council may decide to oppose EGM applications where it considers that a proposal is likely to result in a negative impact upon the local community.

7.5.1 Relevant factors in considering EGM applications

When assessing whether to support or oppose an EGM application, Council will consider the full range of economic and social benefits and liabilities of the proposal. Additionally, to guide Council's approach towards EGM applications, Council will discourage locating additional EGMs in:

- Venues located in an area with high levels of socio-economic disadvantage among residents living within a 2.5 kilometre radius of the venue. This is to be measured by the SEIFA Index of Relative Socio-Economic Disadvantage, in conjunction with other relevant evidence, which may include:
 - low incomes;
 - a high prevalence of limited English fluency;
 - elevated unemployment rates;
 - limited educational attainments;
 - a high proportion of government-subsidised housing; and
 - a high level of mortgage stress or rental stress;
- Venues in an area where the density of EGMs is higher than the average density of EGMs in the Melbourne Metropolitan area (measured by the number of EGMs per 1,000 residents within 2.5 km of the subject venue);
- Venues situated in an area where the average EGM expenditure per adult is higher than the average EGM expenditure per adult in the Melbourne Metropolitan area;
- Venues located in close proximity to activity centres, strip shopping centres or transport hubs and other areas where people go about their daily routines, which may encourage convenience or impulse gambling;
- Venues within 500 metres of any sensitive land uses, including areas frequented by children, families or vulnerable residents; welfare agencies; gambling support

2.5.1 Electronic Gaming Policy Review (Cont.)



Greater Dandenong Policy

service providers; counselling service providers; mental health clinics; schools; and aged care facilities;

- Venues in new growth areas where the local community does not have access to a range of non-gambling entertainment and recreational activities or community support services;
- Venues which do not provide a range of non-gambling entertainment and activities for patrons;
- Venues which do not currently operate EGMs. Council prefers that EGMs be added to existing gaming venues than new gaming venues;
- Venues which do not currently operate EGMs and are located in close proximity to other gaming venues, such that a cluster of gaming venues would exist in that area if EGMs were also added to that venue;
- Venues which may adversely affect safety or other aspects of amenity in their vicinity;
- Circumstances of a substantial level of community opposition or specific objections from residents, community groups, agencies or other Councils in relation to a specific EGM application; and
- Any other relevant adverse impacts upon the well-being of the community.

Response to EGM Applications

7.5.2 As an initial response to an EGM Application, Council may decide to prepare a Social and Economic Impact Assessment to assist its determination of how to respond to that EGM Application.

7.5.3 Council may determine to respond to an EGM Application for gaming approval as follows:

- Support the EGM application by informing the VCGLR that it does not wish to make a submission;
- Oppose the EGM application by providing a letter of objection or submission to the VCGLR; or
- Oppose the EGM application by presenting a submission to the VCGLR and informing the VCGLR that it wishes to attend the VCGLR inquiry for the EGM application.

2.5.1 Electronic Gaming Policy Review (Cont.)



Greater Dandenong Policy

- 7.5.4** Any formal Council resolution outlining Council's position in relation to an EGM application will be made at an open meeting of Council.
- 7.5.5** Council may, at its discretion, inform the VCGLR or VCAT of its opposition to any EGM application in an adjacent municipal district where it considers that the proposal may result in adverse effects upon Greater Dandenong residents.

8. Related Documents

City of Greater Dandenong documents:

- Gambling-related Issues for Local Government; and
- Community Engagement Framework.

2.5.1 Electronic Gaming Policy Review (Cont.)

POLICY AND STRATEGY

ELECTRONIC GAMING POLICY REVIEW

ATTACHMENT 2

ELECTRONIC GAMING POLICY 2018

PAGES 7 (including cover)

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

2.5.1 Electronic Gaming Policy Review (Cont.)

Greater Dandenong Policy

Electronic Gaming Policy 2018 (Draft)

Policy Endorsement:	Endorsement required by Council		
Directorate:	Community Services		
Responsible Officer:	Director of Community Services		
Policy Type:	Discretionary		
File Number:		Version No:	006
1 st Adopted by Council	25 November 2002 Minute No. 1313	Last Adopted by Council:	13 October 2014 Minute No. 727
Review Period:	Every 4 years	Next Review:	July 2022

1. Purpose

This Policy forms a framework to guide Council's advocacy and community engagement in relation to gambling, as well as its response to applications for electronic gambling machines (EGMs) or venues within and near the City of Greater Dandenong.

The Policy is supported by extensive research as well as internal and external consultations, undertaken as part of its development.

2. Background

Council developed its Electronic Gaming Policy in 2014, which has since directed Council activities relating to EGM gambling. This policy replaces the 2014 policy and is consistent with the content of the Council Plan 2017-2021, Objective One: 'A Vibrant, Connected and Safe Community', and with the Community Wellbeing Plan 2017-2021, Year 1 Action Plan Objective .3.4.1, 'Actively participate in the Alliance for Gambling Reform'.

High levels of EGM gambling expenditure incurred by Greater Dandenong residents, coupled with relatively low incomes, make gambling-related problems an issue of long-standing concern for Council and for the community.

Losses to EGMs in Greater Dandenong exceeded \$121 million in 2017-18, the equivalent of \$968 per adult in this community and the highest rate of gambling losses

2.5.1 Electronic Gaming Policy Review (Cont.)

Greater Dandenong Policy

in Victoria. Estimated losses by Greater Dandenong residents to other forms of gambling exceed \$100 million per annum.

EGMs represent the bulk of gambling losses and cause the majority of gambling-related problems among residents.

Estimates put the number of residents with severe gambling problems at approximately 4,000. The effects of gambling are also experienced by others with less severe gambling problems, who persistently lose more money than they can afford, obliging them and their dependents to curtail expenditure on food or other essential household items.

Locally, consequences of gambling include poverty and financial pressure, personal distress, a diminished social life, family conflict, violence and breakup, decreased attendance and productivity at work, deceptive or criminal actions to obtain money, and homelessness. Children are the often unacknowledged victims of such gambling-related problems.

While research reveals that gambling generates no net economic benefit, local clubs return revenue to the wider community in the form of gifts, donations, sponsorships, volunteer expenses and support for veterans, to the amount of six cents for every dollar lost by residents.

3. Scope

This Policy encompasses community education and engagement in relation to gambling as well as advocacy for reform to the regulation of various types of gambling. It also relates to applications for new venues or additional EGMs, submitted to Council as statutory planning applications or referred to Council by the Victorian Commission for Gambling and Liquor Regulation (VCGLR).

4. Human Rights and Responsibilities Charter – Compatibility Statement

All matters relevant to the Victorian Human Rights Charter have been considered in the preparation of this Policy and are consistent with the standards set by the Charter, in particular, those bearing upon:

- Privacy and reputation
- Freedom of thought, conscience, religion and belief
- Freedom of expression
- Peaceful assembly and freedom of association
- Protection of families and children
- Taking part in public life.

2.5.1 Electronic Gaming Policy Review (Cont.)



Greater Dandenong Policy

5. References

Planning and Environment Act (1973)
Gambling Regulation Act (2003)
Victorian Charter of Human Rights and Responsibilities 2006
Council Plan 2017-21
Community Wellbeing Plan 2017-21.

6. Council Policy

6.1 Advocacy

- 6.1.1** Council will advocate, and support the advocacy of other local governments or organisations, for reform to the regulation of gambling, including, but not limited to:
- reduction in the number of EGMs permitted under the caps, in municipalities of socio-economic disadvantage and relatively high EGM density
 - measures to diminish gambling harm such as \$1 bet limits, removal of EFTPOS facilities from venues, compulsory pre-commitment, reduced venue operating hours and removal of misleading or addictive design features
 - restrictions upon gambling advertising
 - prohibition of donations by the gambling industry to political parties, candidates and parliamentarians.
- 6.1.2** Council will collaborate with other local governments and work within State-wide and national forums to advocate for reform.
- 6.1.3** Council will respond to government and parliamentary inquiries that present an opportunity to advance gambling reform.

6.2 Research and Monitoring Gambling Trends

- 6.2.1** Council will monitor and make information available about:
- gambling conditions and trends, and the nature and extent of gambling harm
 - relevant policy or legislative developments.
- 6.2.2** Statistical data and research about gambling will be maintained on Council's website.

2.5.1 Electronic Gaming Policy Review (Cont.)



Greater Dandenong Policy

6.3 Community Consultation, Support and Education

- 6.3.1** Council may support community education and awareness-raising initiatives that are complementary to existing programs.
- 6.3.2** Council will seek to inform residents about the destructive consequences of gambling and advise them of available support for people adversely affected by gambling.
- 6.3.3** Council may, at its discretion, provide advice, information or publicity, to gambling-focused community groups whose goals and activities are consistent with Council policy, objectives and standards.

6.4 Council's Relationship with the Gambling Industry

- 6.4.1** Council will prohibit to the extent possible, any proposal to install further EGMs on Council-owned or managed land or facilities.
- 6.4.2** Council will not accept financial or in-kind contributions from any club or hotel that derives revenue from EGMs. The exception to this policy statement will be any proposed investment by such club or hotel that increases the amenity of its operations on leased City of Greater Dandenong-owned land and facilities, where such investments are considered by Council to offer significant community benefit.
- 6.4.3** Council will not provide funding to any club or hotel that derives revenue from EGMs.

6.5 EGM Applications

This section of the policy relates to EGM gambling applications, which are applications for approval to operate EGMs at non-gambling venues, or for additional EGMs at an existing venue.

In response to such applications, State legislation prescribes a dual role for councils in the process of approval. This is as follows:

- the granting of planning approval for the addition of further EGMs, or establishment of a new gambling venue
- the opportunity to respond to an application by submission to the VCGLR.

2.5.1 Electronic Gaming Policy Review (Cont.)

Greater Dandenong Policy

Relevant factors in considering EGM applications

- 6.5.1** The merits of each EGM application will be considered by Council on a case-by-case basis. Accordingly, when deciding whether to support or oppose an application, Council will consider the full range of economic and social benefits and liabilities of any proposal. Additionally, to guide Council's approach towards applications, Council will discourage locating additional EGMs in:
- Venues located in an area with high levels of socio-economic disadvantage among residents living within a 2.5 kilometre radius of the venue. This is to be verified by evidence, which may include:
 - low incomes
 - limited English fluency
 - high unemployment
 - limited educational attainments
 - high proportion of government-subsidised housing
 - disadvantage measured by the Index of Relative Socio-economic Disadvantage.
 - Venues in an area where the density of EGMs is relatively high, measured as the number of EGMs per 1,000 adults within 2.5 kilometre of the subject venue.
 - Venues situated in an area where the average estimated EGM expenditure per adult within 2.5 kilometre of the subject venue is relatively high.
 - Venues in close proximity to activity centres, strip shopping centres, transport hubs and other areas where people go about their daily routines, which may encourage convenience or impulse gambling.
 - Venues within 500 metres of sensitive land uses, including, but not limited to, areas frequented by children, families or vulnerable residents; welfare agencies; gambling support service providers; counselling service providers; mental health services; schools; and aged care facilities.
 - Circumstances of substantial opposition or specific objections from residents, community groups, agencies or other Councils, in relation to specific features of an application.
 - The presence of other conditions where it is determined by Council that approval of the application would exert a substantial adverse influence upon the local community.

In weighing such considerations, Council may decide to oppose an application where it concludes that the proposal would result in a net negative impact upon the local community.

Response to EGM Applications

- 6.5.2** As an initial response to an EGM application within Greater Dandenong, Council may prepare a Social and Economic Impact Assessment to help guide its response to that application.

2.5.1 Electronic Gaming Policy Review (Cont.)



Greater Dandenong Policy

- 6.5.3** Council may then determine to respond to an EGM application to the VCGLR by either of the following steps:
- Inform the VCGLR that it does not wish to make a submission
 - Oppose the application by written submission to the VCGLR
 - Oppose the application by presenting a submission to the VCGLR, supplemented by oral testimony at a hearing to determine the application.
- 6.5.4** Any formal Council resolution determining Council's response to an application within Greater Dandenong to the VCGLR will be made at an open meeting of Council.
- 6.4.5** Council will notify residents of gambling applications within Greater Dandenong, in print or social media, or through its website. These notifications will inform residents of their right to present a submission to the VCGLR expressing their views about the application.
- 6.5.6** Council may inform the VCGLR or the Victorian Civil and Administrative Tribunal (VCAT) of its opposition to any application in an adjacent municipal district. This is where it considers that the proposal would exert a net negative impact upon the wellbeing of Greater Dandenong residents, or upon people employed within this municipality.

7. Related Documents

City of Greater Dandenong documents:

- Gambling-related Issues for Local Government; and
- Community Engagement Framework.

2.5.2 Strategic Planning Recommendation – Future Considerations ‘Greening Our City’

File Id:

Responsible Officer:

Director City Planning Design & Amenity

Attachments:

Examples of Tree Regulations from Other Councils

Report Summary

At its meeting of 23 July 2018 Council adopted the ‘*Greening Our City*’ Urban Tree Strategy 2018-2028 (formerly the ‘Leafy Legacy’ Tree Strategy) and requested a further ‘*report to Council by 31 December 2018 outlining a plan for developing a strategy to address the “Future Considerations” issues. This should include timeframes for commencement and completion of strategy development.*’

The ‘*Greening Our City*’ Strategy (the Strategy) considers the current status, issues and opportunities for Council managed trees, in particular street and park trees within the municipality and identifies ‘Future Considerations’ to be actioned. The Future Considerations have a focus on vegetation on private land, in terms of how it can be both protected and increased.

This report provides an overview of the work already undertaken on the Future Considerations, including the current controls within the Greater Dandenong Planning Scheme that assist Council in protecting vegetation. In addition, the report provides insight into the tree protection controls used by other councils, and the work proposed to be undertaken in response to the ‘Future Considerations’.

Recommendation Summary

It is recommended that Council notes the elements of the ‘Future Considerations’ already completed or underway, and supports the proposed work to be undertaken in relation to potentially introducing additional tree protection measures, and the development of an Urban Forest Strategy, as detailed below.

2.5.2 Strategic Planning Recommendation – Future Considerations ‘Greening Our City’ (Cont.)**Background**

Council recently revised the ‘Leafy Legacy’ Tree Strategy and adopted the ‘*Greening Our City*’ Urban Tree Strategy 2018-2028 (the *Strategy*), which considers the current status, issues and opportunities for Council managed trees, in particular street and park trees within Greater Dandenong. The *Strategy* identifies low canopy cover as the key issue facing the municipality, which can be attributed to the large industrial and agriculture areas across Greater Dandenong that have relatively fewer trees.

The *Strategy* was exhibited for a 28-day period, starting on the 19 February 2018. Council received 75 submissions which can be allocated into 4 general themes:

1. Species selection and planting locations
2. Targets, reporting and past performance
3. General/operational
4. Vegetation protection on private land

Of the 75 submissions received during the exhibition period, 67 of the submissions related to vegetation protection of private land.

The *Strategy* identifies ‘Future Considerations’ regarding vegetation protection on private land as follows:

1. *Investigate tree regulations for the protection of private trees:*
 - *Undertake further landscape and/or canopy analysis to identify where and what may need protection.*
 - *Identify canopy coverage over private land compared to public land.*
 - *Investigate the feasibility of a significant tree register in protecting private trees.*
 - *Incorporate tree protection regulations within the Planning Scheme.*
 - *Initiate education programs to strengthen the importance of protecting trees; located on both private and public land.*
2. *Investigate the planning scheme’s ability to provide adequate space for future trees in private developments, especially sub-divisions.*
3. *Investigate canopy coverage within Council managed car parks and investigate planting systems that could see trees successfully incorporated.*
4. *Develop an urban forest strategy, which aligns planting programs such as the 15-year planting program with other potential planting programs for Activity Centres, major parks and reserves, and other Council facilities as well as strengthening Council’s planning and local laws framework for protecting private trees.*

This report addresses these considerations using the following structure:

- Benefits of Tree Protection
- What does Council currently have in place to protect and increase vegetation on private land?

2.5.2 Strategic Planning Recommendation – Future Considerations ‘Greening Our City’ (Cont.)

- What have other Council's done in relation to vegetation on private land?
- What is proposed to further protect and improve vegetation on private land, and when will this be undertaken?

Benefits of Tree Protection

An increased urban tree canopy can have significant environmental, amenity, social and economic benefits which affect both Council's operation, and the local community.

Canopy cover provides natural shade which can help reduce the daytime surface temperatures of the urban environment during summer by between 5-20°C. This is considered the most effective way of reducing the urban heat island effect.

Cooling the urban environment further benefits our community by providing areas of respite in shade for those more vulnerable to heat, enhance the landscape visually, and provide physical and mental health benefits to our community. Economically, an increased tree canopy can reduce the need for air conditioners, and help filter airborne pollutants including CO₂.

Adequate shading and tree canopies across the municipality from street trees, parks and within private property has long lasting benefits to our environment and community wellbeing.

What does Council currently have in place to protect and increase vegetation of private land?

The following provides a summary of the regulations and policies currently in place which assist Council in protecting and improving vegetation on private property.

Victorian Planning Framework

The role the environment plays in our social and economic wellbeing is recognised at each level of the Victorian planning system.

The objectives of planning in Victoria are:

- to provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity.*
- to secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria.*

The objectives of the Victorian planning framework set out at Section 4 of the *Planning and Environment Act 1987* include:

- to enable land use and development planning and policy to be easily integrated with environmental, social, economic, conservation and resource management policies at State, regional and municipal levels.*
- to ensure that the effects on the environment are considered and provide for explicit consideration of social and economic effects when decision are made about the use and development of land.*

2.5.2 Strategic Planning Recommendation – Future Considerations ‘Greening Our City’ (Cont.)

Plan Melbourne 2017-2050, the Metropolitan Planning Strategy provides a vision for the future of Melbourne and a plan to manage growth in the city and suburbs to the year 2050. Environmental values are identified at each level of the strategy.

Principle 4 ‘Environmental resilience and sustainability’:

‘Protecting Melbourne’s biodiversity and natural assets is essential for the remaining a productive and healthy city. There is an urgent need for Melbourne to adapt to climate change and make the transition to a low-carbon city.’

Outcome 5 ‘Melbourne is a city of inclusive, vibrant and healthy neighbourhoods’

Direction 5.4 ‘Deliver local parks and green neighbourhoods in collaboration with communities’

The *State Planning Policy Framework* (PPF) (Clauses 10 to 19) places significant consideration on the protection of native vegetation, conservation of biodiversity and habitats, enhancement of the urban realm through landscaping and responding to climate change.

The following provides a list of objectives and in some instances the strategies for the PPF clauses relevant to vegetation protection and provision.

Clause Title	Objective
Clause 12.01-1S Protection of Biodiversity	Aims ‘to assist the protection and conservation of Victoria’s biodiversity’.
Clause 12.01-2S Native Vegetation Management	Aims ‘to ensure that there is no net loss to biodiversity as a result of the removal, destruction or lopping of native vegetation’.
Clause 12.05-1S Environmentally Sensitive Areas	Aims ‘to protect and conserve environmentally sensitive areas’.
Clause 15.01-2S Building Design	Aims ‘to achieve building design outcomes that contribute positively to the local context and enhance the public realm’. <ul style="list-style-type: none"> • Encourage development to retain existing vegetation’
Clause 15.02-1S Energy and Resource Efficiency	Aims ‘to encourage land use and development that is energy and resource efficient, supports a cooler environment and minimises greenhouse gas emissions’.

Greater Dandenong Municipal Strategic Statement

2.5.2 Strategic Planning Recommendation – Future Considerations ‘Greening Our City’ (Cont.)

Clause Title	Description
Clause 21.05 Built Form	Encourages planting and landscape themes and the provision of canopy trees.
Clause 21.06 Open Space and Natural Environment	Aims to protect and improve habitat, and ensure the ecological values of the Green Wedge.

Greater Dandenong Local Planning Policy Framework

Clause Title	Description
Clause 22.02 Green Wedge Policy	Provides a vision for the Greater Dandenong Green Wedge as well as ensuring the protection of ecological areas of the highest value. The policy discourages the removal or destruction of significant vegetation, particularly remnant River Red Gums.
Clause 22.03 Urban Design in Commercial and Industrial Areas	Focuses on urban design and landscaping to improve the appearance of Commercial and Industrial areas in the municipality. The policy encourages large tree reserves and canopy trees
Clause 22.04 Urban Design in Activity and Neighbourhood Centres	Seeks to improve the appearance and amenity of centres and reinforces the local identity of each centre whilst incorporating landscaping to soften built form. In particular, the policy recognises the opportunity car parks have in defining a centre, and states car parking area should incorporate larger canopy trees, at a ratio of at least one tree to each 10 car spaces and avoid large area of shrubby plants.
Clause 22.09 Residential Development and Neighbourhood Character Policy	Places emphasis on high quality design, amenity outcomes and enhancing streetscapes and private open space through significant landscaping. <i>The guidelines aim ‘to facilitate high quality, well designed residential development and on-site landscaping’, and states that residential development ‘should include the planting of at least one substantial canopy tree to each front setback and ground level secluded private open space area’.</i>

2.5.2 Strategic Planning Recommendation – Future Considerations ‘Greening Our City’ (Cont.)

	<p>To achieve this the residential design codes of the Planning Scheme require a minimum of <i>70% of ground level front setback, and side and rear setbacks, planted with substantial landscaping and canopy trees</i> in residential areas.</p> <p>The design guidelines also encourage soft landscaping within car parks and along property boundaries to soften building bulk, create a visual connection between gardens and street trees, and provide an increase amenity from the streetscape and within private open space.</p>
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Greater Dandenong - Zones

Clause Title	Description
Clause 32.08 General Residential Zone	<p>Recent amendments to Victorian Planning Provisions now specify a Minimum Garden Area Requirement for the General Residential Zone and Neighbourhood Residential Zone. This is to provide greater capacity for private open space to support a canopy tree and improved landscaping opportunities.</p> <p>This clause includes:</p> <ul style="list-style-type: none"> • Schedule 1 General Residential Areas • Schedule 2 Dandenong South and Keysborough South
Clause 32.09 Neighbourhood Residential Zone	<p>Recent amendments to Victorian Planning Provisions now specify a Minimum Garden Area Requirement for the General Residential Zone and Neighbourhood Residential Zone. This is to provide greater capacity for private open space to support a canopy tree and improved landscaping opportunities.</p> <p>This clause includes:</p> <ul style="list-style-type: none"> • Schedule 1 Neighbourhood Residential Areas

Greater Dandenong - Overlays

2.5.2 Strategic Planning Recommendation – Future Considerations ‘Greening Our City’ (Cont.)

Clause Title	Description
Clause 42.01 Environmental Significance Overlay	<p>This clause affects three areas in Greater Dandenong where development of land may be affected by environmental constraints and ensures development is compatible with the environmental values of this land. These include:</p> <ul style="list-style-type: none"> • Schedule 1 Greens Road Plains Grassland Area • Schedule 2 Abbots Road Vegetation Protection Area • Schedule 3 Eastern Treatment Plant Buffer Area
<p>Clause 42.02 Vegetation Protection Overlay (VPO)</p> <p>Schedule 1 Native Vegetation in the Main Portion of the Green Wedge</p>	<p>The VPO was approved as an interim control in August 2017. To ensure the ongoing protection of native vegetation, particularly River Red Gums within the Green Wedge Council is currently considering an amendment to Schedule 1 to remove the expiry clause, to make this a permanent control within the Planning Scheme.</p> <p>The VPO specifies requirements for a permit to remove, destroy or lop native vegetation above a certain height. The overlay also contains an exemption for tree removal <i>where it presents an immediate risk of personal injury or damage to property</i>.</p> <p>Further work would be required to investigate whether there is strategic justification to introduce a new VPO which applies to additional areas or the entire municipality.</p>

Greater Dandenong - Particular Provisions

Clause Title	Description
<p>Clause 52.16 Native Vegetation Precinct Plan</p> <p>Schedule 1</p>	<p>This clause references the <i>Dandenong South Native Vegetation Precinct Plan, January 2009</i>. This document presents a plan to manage native vegetation within the Dandenong South precinct during redevelopment. It identifies areas for new planting, and areas of conservation.</p>

2.5.2 Strategic Planning Recommendation – Future Considerations ‘Greening Our City’ (Cont.)

Clause 52.17 Native Vegetation	This clause aims to ensure there is no net loss to biodiversity by requiring a permit for the removal, destruction or lopping of native vegetation, and ensures the application is in accordance with the <i>Guidelines for the removal, destruction or lopping of native vegetation (DELWP 2017)</i> .
Clause 56.05 Urban Landscape	Promotes an integrated urban landscape which provides attractive continuous landscaping in streets and public open spaces, protects native habitats, and delivers a quality, well-distributed and diverse network of public open space. The clause sets out standard requirements that should be met by an application of subdivision for landscape design and the design of public open space. This does not include any permit triggers.
Clause 59.06 Remove, Destroy or Lop a Tree	Provides information requirements for submitting an eligible VicSmart application, and the decision guidelines to be considered when assessing an application to remove, destroy or lop a tree. This does not include any permit triggers.

Greater Dandenong Policies and Strategies

- The *Open Space Strategy 2009* is currently being reviewed. This document provides a vision and plan for management of open space throughout Greater Dandenong.
- The *Sustainability Strategy 2016-30* seeks to provide a more liveable, well-planned, clean and healthy city. Council have set a clear target to *‘Increase the quality and quantity of vegetation cover on Council land that contributes to a net gain throughout the municipality to increase canopy across the municipality’*
- The *Green Wedge Management Plan 2017* details a strategic approach to the management of the Greater Dandenong Green Wedge. The management plan gives priority to the protection and enhancement of existing ecological values.
- The Significant Tree Register was developed by Council in 2008 to identify in a central list all locally significant trees. Residents can nominate a tree of cultural, historical or environmental significance for assessment by Council. Currently, there are 26 trees listed on the register.
- The review of the *Landscaping Guidelines for Town Planning Applications* was completed in 2017-18. A draft framework for the *Landscaping Guidelines* policy has commenced. The revised policy would provide guidance on elements such as landscape design considerations,

2.5.2 Strategic Planning Recommendation – Future Considerations ‘Greening Our City’ (Cont.)

maintenance and a list of preferred species. An opportunity exists here to prepare a tree species list.

- Council currently offers a range of education based programs aims at improving the knowledge of everyone in the community on indigenous and native species, history of reserves, and the overall importance of healthy ecosystems. These include
 - The Adopt a Park program which targets early-learning centres and fosters a sense of community ownership of local parks;
 - Plant giveaways at local events as part of the Growing Biodiversity Program;
 - Planting days throughout the year aimed at local schools, and the wider community;
 - Surveys of fauna throughout the year;
 - Habitat Hollows and Nesting Boxes which is a 5 week unit for primary school aged children to gain hands on experience with planting, building habitat hollows and learning about tree species and their importance.

The programs all aim to improve the knowledge of local residents and to foster a sense of responsibility for the natural environment.

As can be seen from this list, Council already has a considerable number of mechanisms in place to protect and improve vegetation throughout the municipality, and on private property. However, it is acknowledged that this could be improved, and opportunities to do this are discussed below.

What have other Council's done in relation to vegetation on private land?

Councils around metropolitan Melbourne have a variety of vegetation protection controls incorporated into their Planning Schemes. Of particular note are the Bayside, Boroondara, Melbourne, Monash and Stonnington. Attachment 1 presents the regulations used by these councils to protect trees as well as officer comments regarding their context for Greater Dandenong.

Proposal

What is proposed to further protect and improve vegetation on private land, and when will this be undertaken?

To further protect and improve vegetation on private land, this report recommends the following work commences in the 2019/20 financial year:

- A comprehensive review of the mechanisms implemented by other Councils to protect and enhance vegetation cover on private property;
- Undertake a further analysis of the 'i-Tree' data used in the *Strategy* to establish the extent of private tree coverage throughout the municipality, and establish whether there is strategic justification for further vegetation to be protected through the Planning Scheme;
 - If there is sufficient justification, Council will then commence a Planning Scheme Amendment to introduce relevant new controls.

2.5.2 Strategic Planning Recommendation – Future Considerations ‘Greening Our City’ (Cont.)

- If there is not sufficient justification, Council should investigate the potential for introducing a local law or similar to further protect vegetation on private property.
- Investigate the inclusion of capturing additional data on current tree planting programs that occur annually within the Activity Centres, Council’s open space and Council owned car parking area as an extension of the existing planting programs, including the ‘15 Year Tree Planting Program’;
- Develop Landscaping Guidelines to provide guidance on elements such as landscape design considerations, maintenance and a list of preferred species; and
- Commence the development of an Urban Forest Strategy to provide a holistic approach to vegetation management, including increasing the extent of vegetation on private land.

It is intended to commence each of the above activities in the first half of the 2019/20 financial year. A report will then be tabled at a Council meeting prior to 31 December 2019 providing an update and further details on the direction of this work, and likely timings for completion.

Community Plan ‘Imagine 2030’ and Council Plan 2017-21 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted to see for themselves and the City in 2030, the result was the Greater Dandenong Community Plan ‘Imagine 2030’. This report is consistent with the following community visions:

Community Plan ‘Imagine 2030’**People**

- *Outdoor Activity and Sports* – Recreation for everyone

Place

- *Sense of Place* – One city many neighbourhoods
- *Safety in Streets and Places* – Feeling and being safe
- *Appearance of Places* – Places and buildings

Opportunity

- *Leadership by the Council* – The leading Council

Council Plan 2017-21

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following goals:

Place

- A healthy, liveable and sustainable city
- A city planned for the future

2.5.2 Strategic Planning Recommendation – Future Considerations ‘Greening Our City’ (Cont.)Opportunity

- An open and effective Council

The Greater Dandenong ‘Council Plan 2017-21’ prioritises a healthy, liveable and sustainable City with a focus on trees and the natural environment. Council hopes to achieve a city that “delivers a clean and healthy environment for people to enjoy” by planting street trees.

The strategies and plans that contribute to these outcomes are as follows:

- ‘Greening Our City’ Urban Tree Strategy, 2018-2028
- Greater Dandenong Green Wedge Management Plan, 2017
- Sustainability Strategy, 2016-30
- Open Space Strategy, 2009 (under review)

Related Council Policies

No related council policies or codes of practice affect the decision of this report or are relevant to this process.

Victorian Charter of Human Rights and Responsibilities

The Victorian Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to its contents.

Financial Implications

There are currently no resources included within the 2018/19 Business Plan to undertake the identified further work. It is intended that this work will be included in the consideration of the 2019/20 Business Plan.

Consultation

Public consultation was conducted in February 2018 as part of the development of the ‘*Greening Our City*’ Strategy. From this consultation, 67 of 75 submissions identified the desire for Council to protect vegetation on private property. As this was outside the scope of the ‘Greening Our City’ Urban Tree Strategy, this has been identified for ‘Further Consideration’. The extent of further consultation will be determined as the work outlined in the ‘Proposal’ commences.

Conclusion

The report has provided an overview of the work already undertaken relating to the ‘Future Considerations’ identified by the Strategy. The report has discussed the regulations which assist Council in protecting and increasing vegetation on private property that currently exists in the Greater Dandenong Planning Scheme. The report has identified further work to potentially introduce additional tree protection measures, and the development of an Urban Forest Strategy. In addition, the report provides insight into the tree protection controls used by other councils.

2.5.2 Strategic Planning Recommendation – Future Considerations ‘Greening Our City’ (Cont.)

In conclusion, the report recommends further work commence in the 2019-20 financial year to investigate whether there is strategic justification to introduce additional tree protection measures, along with the development of Landscaping Guidelines and an Urban Forest Strategy in response to the ‘Future Considerations’ identified in the

Strategy.

Recommendation**That Council:**

1. notes the mechanisms already in place to protect and improve vegetation cover across the municipality, and the work that has previously been undertaken to address elements of the ‘Future Considerations’ set out in the Greening Our City Urban Tree Strategy 2018-2028;
2. conducts a comprehensive review of the mechanisms implemented by other Councils to protect and enhance vegetation cover;
3. undertakes further analysis to establish the extent of private tree coverage across the municipality, and establish whether there is strategic justification for additional vegetation to be protected through the Planning Scheme;
4. investigates the inclusion of capturing additional data on current tree planting programs that occur annually within the Activity Centres, Council’s open space and Council owned car parking area as an extension of the existing planting programs;
5. commences the development of an Urban Forest Strategy;
6. develops Landscaping Guidelines to provide guidance on landscape design, maintenance and a list of preferred plant species; and
7. commences this work in the first half of the 2019/20 financial year, and table a report to Council by 31 December 2019 providing an update and further details on the direction of this work, and likely timings for completion.

2.5.2 Strategic Planning Recommendation – Future Considerations ‘Greening Our City’ (Cont.)

POLICY AND STRATEGY

**STRATEGIC RECOMMENDATION - GREENING OUR CITY FUTURE
CONSIDERATIONS**

ATTACHMENT 1

**EXAMPLES OF TREE REGULATIONS FROM
OTHER COUNCILS**

PAGES 3 (including cover)

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

2.5.2 Strategic Planning Recommendation – Future Considerations ‘Greening Our City’ (Cont.)

Attachment 1
Examples of Tree Regulations from City of Bayside, City of Boroondara, City of Melbourne, City of Monash and City of Stonnington

Council	Mechanism	Officer Comment
City of Bayside	The City of Bayside has adopted <i>Local Law No.2 'Neighbourhood Amenity' and the Management of Tree Protection on Private Property Policy 2015</i> to protect Significant and Protected trees on private property. The policy provides guidance on assessing Local Law permits to destroy, damage or remove a Protected or Significant tree on private property.	This local law only provides protection for trees which have been identified as Protected or Significant on private property.
City of Boroondara	The City of Boroondara <i>Tree Protection Local Law 2016</i> controls the protection of canopy trees on private property. Part C Tree Protection, clause 8.3 states <i>a person must not without a Permit:</i> a) <i>remove, damage, kill or destroy or direct, authorise or allow to be removed, damaged, killed or destroyed a Canopy Tree.</i> b) <i>remove, damage, kill or destroy or direct, authorise or allow to be removed, damaged, killed a tree required to be planted as a condition of a Permit.</i>	The application process to remove a tree under the City of Boroondara's <i>Tree Protection Local Law 2016</i> is priced at \$80.00 per tree. This is significantly cheaper than the application fees associated with planning applications which are often above \$1,000, alternatively if eligible a VicSmart application fee is \$195.10.
City of Melbourne	The City of Melbourne's <i>Urban Forest Strategy 2012-2032</i> aims to 'adapt our city to climate change, mitigate the urban heat island effect by bringing our inner-city temperatures down, create healthier ecosystems, become a water-sensitive city and engage and involve the community'. The <i>Urban Forest Strategy</i> identifies seven priority implementation actions which include reviewing tree precinct plans, developing boulevard master plans, valuing the urban forest, developing a growing green guide for Melbourne, developing community engagement programs and maintaining and developing an exceptional tree register. Additional actions include increasing 'public realm canopy cover from 22% [to] 40% by 2040' and 'increasing forest diversity with no more than 5% of one tree species, no more than 10% of one genus and no more than 20% of any one family'. This Strategy focuses on the Council's ability to increase canopy cover and urban vegetation in the public realm,	The <i>Urban Forest Strategy 2012-2032</i> provides a whole of organisation approach to managing and protecting the City of Melbourne's urban forest. This incorporates a planting program, education frameworks and further work to introduce tree regulations. The viability of developing an urban forest strategy for Greater Dandenong should be investigated. This would enable officers to collate the existing relevant strategies and create a holistic approach to urban forest management.

2.5.2 Strategic Planning Recommendation – Future Considerations ‘Greening Our City’ (Cont.)

Attachment 1

Examples of Tree Regulations from City of Bayside, City of Boroondara, City of Melbourne, City of Monash and City of Stonnington

	while developing a collaborative approach to educate and encourage private property owners to plant and protect trees on their property.	
City of Monash	<p>The City of Melbourne also has many information brochures and programmes designed to educate residents and business owners in ways to green their property, access funding and species selection.</p> <p>The City of Monash Council recently adopted the <i>Monash Urban Landscape and Canopy Vegetation Strategy</i>. This strategy proposes a range of implementation recommendations such as the possible inclusion of the Strategy as an incorporated document to the Monash Planning Scheme. The Strategy also recommends consideration be given to the potential for changes to planning overlays and permit requirements in regard to tree removal. In particular the Strategy suggests the potential opportunity for the Vegetation Protection Overlay to address the protection of vegetation on private land, whilst acknowledging that the Victoria Planning Provisions include standard exemptions which will challenge this possibility.</p> <p>The Monash Planning Scheme includes a Tree Conservation Policy which promotes ‘the retention of mature trees and encourages planting new canopy trees throughout the municipality’ and seeks to ‘maintain, enhance and extend the Garden City Character throughout Monash’.</p>	<p>The <i>Monash Urban Landscape and Canopy Vegetation Strategy</i> focuses on public and private land and clearly identifies the tree canopy and landscape types and quality across the municipality. The strategy does not propose specific planning controls to be introduced to the Monash Planning Scheme, instead proposes further investigation to determine the most effective control and reviews to policies and the Municipal Strategy Statement.</p> <p>Whilst this strategy provides a solid understanding of the canopy coverage, and suggests further work to make potential changes to the Monash Planning Scheme, it does not increase the level of protection for private properties.</p> <p>The current VPO in the Monash Planning Scheme applies to a limited portion of the municipality which presents a leafy character significant to the streetscape and adjacent creek valley reserves.</p> <p>This overlay does provide protection to certain vegetation, however further work would be required to establish if a similar overlay could be justified in Greater Dandenong.</p>
City of Stonnington	The Stonnington Planning Scheme applies the Neighbourhood Character Overlay (NCO) to a specific precinct due to its very strong landscape and garden character. This overlay requires a permit to remove, destroy or lop trees of a specific height and circumference. This does not apply if the tree presents an immediate risk of personal injury or if the removal is necessary for emergency works.	

2.5.3 Review of Council Policies - Privacy and Personal Information Policy

File Id:

Responsible Officer:

Director Corporate Services

Attachments:

Privacy and Personal Information Policy – for adoption
Privacy and Personal Information Policy – marked up

Report Summary

Council establishes a number of policies and codes of practice to guide the various operations of the Greater Dandenong City Council. Existing policies and codes of practice are subject to an ongoing review process to ensure that they comply with current legislation and adequately reflect Council's operational requirements. Any changes to existing policies are subject to Council approval. Policies and codes of practice that have become superfluous to Council's needs require abolition by Council.

The following policy has been reviewed in detail and is submitted to Council for re-adoption with changes:

- Privacy and Personal Information Policy

Recommendation Summary

This reports recommends that the Privacy and Personal Information Policy be readopted as per Attachment 1.

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Background

Policies establish clear processes and procedures by which Council conducts its business and activities and ensures that the decision making process is consistent.

Council has established a number of policies to guide the various functions of the City. Existing policies are subject to an ongoing review process to ensure they comply with current legislation and adequately reflect Council's operational requirements.

When Council resolves to adopt a policy and/or code of practice, in the absence of a sunset date, the policy or code remains current until Council resolves to abolish it.

It is critical that Council policies and codes of practice fully reflect the principles, values and issues that Council believes are important as outlined in the Council Plan. Following a detailed review of a Council policy or code of practice it will be submitted to Council for either readoption or abolition to ensure all policies and codes of practice remain current.

A database of all Council policy documents is maintained by the Governance Business Unit.

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)**Proposal**

It is proposed that the following policy be readopted by Council with the changes outlined below:

Subject	Description of change to existing Policy
Privacy and Personal Information Policy	<p>This policy now includes:</p> <ul style="list-style-type: none"> • Council's obligations under the Part 4 of the <i>Privacy and Data Protection Act 2014</i> where Council has been appointed as a Committee of Management under s14 of the <i>Crown Land (Reserves) Act 1978</i>. • a reference to the Freedom of Information processes available to staff to further access or change their own information. • Council's obligations to disclose (share) personal and/or health information to law enforcement, protective and other service agencies. • Council's commitment to thoroughly investigate any alerted or alleged breach to personal or health information held by Council. <p>Minor grammatical changes have also been made.</p> <p>All changes to this policy are highlighted in Attachment 2.</p> <p>This policy seeks re-adoption from Council for a further two years.</p>

A copy of the policy seeking readoption is attached to this report (*Attachment 1*).

Community Plan 'Imagine 2030' and Council Plan 2017-21 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted to see for themselves and the City in 2030, the result was the Greater Dandenong Community Plan 'Imagine 2030'. This report is consistent with the following community visions:

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Community Plan 'Imagine 2030'

Opportunity

- *Education, Learning and Information* – Knowledge
- *Leadership by the Council* – The leading Council

Council Plan 2017-21

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following goals:

Opportunity

- An open and effective Council

Victorian Charter of Human Rights and Responsibilities

The Victorian Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to its contents.

Financial Implications

No financial resources are impacted by this report.

Consultation

Council policies and codes of practice are referred to the Executive Management Team for review and evaluation prior to reporting to Council.

Council policies and codes of practice are referred to the Staff Consultative Committee as required.

Conclusion

The policy detailed in this report has been reviewed and amended to include recent legislative changes and maintain consistency with Council's current operational procedures. In addition minor grammatical changes have also been made.

All changes are clearly highlighted in Attachment 2 of this report.

Recommendation

That the amended Privacy and Personal Information Policy provided in Attachment 1 be readopted.

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

POLICY AND STRATEGY

**REVIEW OF COUNCIL POLICY – PRIVACY AND PERSONAL
INFORMATION POLICY – FOR RE ADOPTION**

ATTACHMENT 1

**PRIVACY AND PERSONAL INFORMATION
POLICY**

PAGES 21 (including cover)

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

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Greater Dandenong Policy

Privacy & Personal Information Policy

File Number:	A37219	Authority:	Council
Directorate:	Corporate Services	Responsible Officer:	Manager Governance and Commercial Property
Policy Type:	Discretionary	Version No:	004
1 st Adopted by Council	9 September 2002 Minute No.	Last Adopted by Council:	25 January 2016 Minute No. 1238
Review Period:	Biennial	Next Review:	January 2021

1. Purpose

What has led to the need for this policy?

Greater Dandenong City Council (**Council**) is strongly committed to the transparent and responsible handling of personal and health information and to protecting every individual's right to privacy. Under the *Privacy and Data Protection Act 2014* and *Health Records Act 2001* we are bound by the Information Privacy Principles (IPP's) and the Health Privacy Principles (HPP's) outlined in these pieces of legislation.

What will the policy do?

This policy has been developed to meet the requirements of the *Privacy and Data Protection Act 2014* in regard to the management, collection, use, disclosure and disposal of personal, sensitive and health information and to allow individuals the right to access and, if required, correct information about them which is held by Council or any organisation contracted by Council.

The *Privacy and Data Protection Act 2014* came into effect on the 17 September 2014 and repealed the *Information Privacy Act 2000* and the *Commissioner for Law Enforcement Data Security Act 2005*.

Under Part 4 of the *Privacy and Data Protection Act 2014* (PDP Act) there is a single privacy and data protection framework and a set of standards (known as the Victorian Protective Data Security (VPDS) Standards and Framework) which are intended to strengthen the protection of personal information and other data held by the Victorian public sector. Local government agencies and councils are largely exempt from this part of PDP Act and their essential obligation is to operate in accordance with the Victorian Information Privacy Principles (IPP's) which remain identical in the PDP Act. However, where Council has been appointed as a Committee of Management under s14 of the *Crown Land (Reserves) Act 1978*, it may be subject to the VPDS standards and framework set out in Part 4 of the PDP Act. In this respect, Council will develop protective data security plans in line with the required legislation for the Committees of Management for which it has been appointed and when required to do so.

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Greater Dandenong Policy

The Victorian *Health Records Act 2001* regulates the collection and handling of health information in both public and private sectors due to the likelihood of individuals receiving treatment from both sectors. The *Health Records Act 2001* establishes 11 Health Principles (HPP's) which apply to the rights of both living and deceased persons.

Council's privacy commitment arises from the need to collect personal and health information to assist in:

- planning and delivering services;
- the follow up and response to concerns and complaints;
- obtaining feedback and monitoring performance;
- requirements to comply under Government legislation; and
- managing employees, contractors, volunteers and stakeholders.

2. Scope

Who does it apply to and what is covered?

This policy applies to:

- all employees, Councillors, contractors, volunteers and stakeholders of the Greater Dandenong City Council.
- all personal, sensitive and health information held by Council, i.e. information or an opinion about an individual whose identity is apparent, or can be reasonably ascertained from that information or opinion. This includes, but is not limited to, information Council has collected in any format including correspondence, in person, over the phone and by electronic means such as the internet.
- personal, sensitive and health information sourced from third parties.

Further, personal information must only be collected and used for the primary purpose for which it was collected, or for a related purpose the person would reasonably expect. For example, where a doctor's certificate informs Council of a person's medical condition, it would be reasonable to expect that the same information might also be used to make reasonable adjustments to support that person's interactions with Council.

This policy is available on Council's website and copies are made available to individuals upon request.

The obligations contained in this policy also apply to how Council will manage personal, sensitive and health information in relation to its employees.

Certain information is exempt from the provisions of the *Privacy & Data Protection Act 2014*. For instance, publicly available information (as defined in the *Local Government Act 1989*) by its very nature cannot be deemed to be private. Likewise information used for law enforcement is also exempt due to its required use for legal purposes.

The privacy legislation outlined in this policy is in addition to existing statutory and common law obligations that regulate the manner in which Greater Dandenong City Council handles personal Information. In

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Greater Dandenong Policy

particular, requirements under the *Freedom of Information Act 1982* and the *Local Government Act 1989* will apply.

All requests to access documents held by the Greater Dandenong City Council, need to be made in accordance with the *Freedom of Information Act 1982*. **FOI processes apply to staff for any information which is not readily accessible or routinely shared with them during the normal course of their employment.**

3. References

The primary legislative obligations applying to Council's treatment of personal, sensitive and health information are contained in the Victorian Government's *Privacy and Data Protection Act 2014* and the *Health Records Act 2001*. All relevant legislation, guidelines and sources are listed below:

Victorian
Legislation,
Principles and
other reference
sources (as
amended or
replaced from time
to time)

- *Privacy and Data Protection Act 2014*
- *Health Records Act 2001*
- *Health Services Act 2001*
- *Occupational Health & Safety Act 2004* and related regulations
- *Workplace Injury Rehabilitation and Compensation Act 2013* and related regulations
- *Freedom of Information Act 1982*
- *Local Government Act 1989*
- *Public Records Act 1973*
- Privacy Victoria Website
- Privacy Victoria publications, guidelines and rulings
- Department of Human Services Website
- Office of the Commissioner for Privacy and Data Protection
- Office of the Health Services Commissioner
- *Criminal Act 1958*

4. Definitions

Personal information

Means information or an opinion about an individual whose identity is apparent, or can be reasonably ascertained, from the information or opinion.

Health information

Means information or an opinion about an individual's:

- physical, mental or psychological health (at any time);
- a disability (at any time);
- expressed wishes about the future provision of health services to him or her;
- a health service provided, or to be provided, that is also personal information;
- other personal information collected to provide, or in providing, a health service;

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Greater Dandenong Policy

Sensitive information

- other personal information collected in connection with the donation, or intended donation, by the individual of his or her body parts, organs or body substances;
- other personal information that is genetic information about an individual in a form which is, or could be, predictive of the health (at any time) of the individual or of any of his or her descendants.

Means information or an opinion about an individual's:

- race or ethnic origin;
- political opinions;
- membership of a political association;
- philosophical beliefs;
- membership of a professional or trade association;
- membership of a trade union;
- sexual preferences or practices;
- criminal record

5. Council Policy

Objectives

Council has implemented practical measures and takes all reasonable steps to ensure full compliance with its obligations under the *Privacy and Data Protection Act 2014* and the *Health Records Act 2001* and the Privacy Principles contained in both Acts.

Context/ Rationale

The primary legislative obligations applying to Council's treatment of personal, sensitive and health information are contained in the Victorian Government's *Privacy and Data Protection Act 2014* and the Victorian *Health Records Act 2001*.

The legislation prescribes Information and Health Privacy Principles which are a legally binding set of principles that set the basic standard for which Council must comply with to promote and ensure the fair and responsible collection, storage, usage, disclosure and destruction of personal, sensitive and health information. The following is a list of the Information and Health Privacy Principles:

Principle 1 - Collection

Principle 2 - Use and disclosure

Principle 3 - Data Quality

Principle 4 - Data Security & Data Retention

Principle 5 - Openness

Principle 6 - Access and correction

Principle 7 - Identifiers & Unique identifiers

Principle 8 - Anonymity

Principle 9 - Trans-border data flows

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Greater Dandenong Policy

Principle 10 - Sensitive Information

The *Health Records Act 2001* Principles vary slightly as follows, including an additional Principle:

Principle 10 – Transfer of closure of the practice of a health service provider

Principle 11 – Making information available to another health service provider

See the table in Appendix 1 for details of the full *Health and Information Privacy Principles*, extracted from the *Privacy and Data Protection Act 2014* and *Health Records Act 2001*.

Health Records Act – www.health.vic.gov.au/hsc

Privacy and Data Protection Act – www.privacy.vic.gov.au

How is Personal and Health Information collected and stored?

Where it is reasonable and practical to do so, Council will collect personal and health information directly from an individual or their authorised representative. This may be in person, in writing, by telephone, or by electronic means such as Council's website.

Council will hold the information it collects on electronic systems, and where necessary, in paper format. Council has an electronic document and records management system that is compliant with current government archival standards and legislation.

All personal and health information stored by Council is protected against unauthorised access, alteration, disclosure or destruction. It is mandatory for all personnel authorised with access to Greater Dandenong City Council systems to ensure the information is kept secure and confidential in accordance with Council policies and procedures.

All personal and health information stored electronically is password protected and all personal and health information stored in paper form is in a locked facility with authorised access only.

Why is Personal and Health Information collected?

Council will only collect personal or health information that is necessary at the time of collection for specific and legitimate functions and activities of Council. Situations in which personal information may be collected include, but are not limited to:

- the processing of registration/membership application forms and any subsequent amendments to those details;
- when dealing with requests or applications for products or services;
- when required by law;

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)



Greater Dandenong Policy

- when dealing with individuals who contact us regarding our activities or services;
- when required to ensure compliance with health and safety obligations; or
- when reasonably necessary to ensure compliance with Council policies and procedures.

When will
Personal and
Health
Information be
destroyed?

Personal and health Information stored in paper files that is no longer required is destroyed in accordance with the Public Records Office of Victoria (PROV) - Records Disposal Authority.

Personal and health information stored electronically that is no longer required is deleted in a secure manner in accordance with Council policies and procedures. Audit trails are created where personal information is accessed, including amended or deleted records using Council's electronic systems.

How can I access
my Personal or
Health
Information?

Requests to access your personal or health information should be made in writing to Council's Information Privacy Officer. Contact information for Council's Information Privacy Officer is available on Council's website www.greaterdandenong.com. All access to personal and health information is made in accordance with IPP6 and HPP6 (*Access and Correction*).

Written requests for information will be responded to in writing within 10 business days from the date on which it is received by Council.

If the information provided by Council is considered by the individual to be inaccurate, out-of-date or incomplete, irrelevant or misleading for the purpose for which it is held, then a request can be made to amend the record in accordance with IPP6 and HPP6 (*Access and Correction*).

How is Personal
and Health
Information
disclosed?

Personal and health Information held by Council is not disclosed to other agencies or organisations without the consent of the individual or their authorised representative unless required to comply with health and safety obligations or Council policies and procedures or where otherwise required or authorised by law. Where this occurs, it will be disclosed in a manner consistent with the Privacy Principles.

Requests for information under the *Freedom of Information Act* 1982 override the provisions of the *Privacy & Data Protection Act* 2014 to the extent of the legislation.

When is Personal
and Health
Information
disclosed to third

Council may have a legal obligation to disclose the personal and/or health information of individuals under the *Privacy and Data Protection Act* 2014, the *Health Records Act* 2001 and other Victorian legislation including, but not limited to, the *Victorian Data Sharing Act* 2017, the *Child Wellbeing*

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Greater Dandenong Policy

parties?

and Safety Act 2005 and the *Family Violence Protection Act 2008*.

Where personal, sensitive and health information has been collected and needs to be passed onto others who are engaged to provide services on behalf of Council, information is only disclosed:

- with the consent of the individual or their authorised representative; or
- where the individual would reasonably expect, or has been told that, information of that kind is usually passed to those individuals, bodies or agencies.

Where personal, sensitive and/or health information has been collected and needs to be passed onto others who are engaged in law enforcement, protective or other services, information is only disclosed:

- if the request for disclosure is in writing;
- details of the information request are provided; and
- the disclosure of the information is authorised by law.

Council must maintain a written record of all disclosures made to other agencies. An audit trail (notification) will be created on the specific database advising that personal information has been accessed and shared. This notification will be undertaken in the format specified by the guiding legislation.

All third party recipients of personal or health information are required to treat the information in accordance with the Information and Health Privacy Principles outlined in the *Privacy & Data Protection Act 2014*.

Can I remain anonymous?

If a public request is received all individuals will be given the option of not identifying themselves when contacting Council where feasible and lawful.

In circumstances where anonymity would impede the ability of the Council to properly provide a service, Council will ensure that individuals are aware of any limitations to services if the information is not provided.

What happens when I access Council's website or use online transactions?

When entering payment information, the transaction occurs directly between an individual's bank and Council's payment gateway providers, Securepay and Australia Post. Council cannot access credit card details.

In instances where an individual is required to give personal information in any area of Council's websites, that information is retained only for as long as necessary to fulfill the purposes for which it was collected, or as required by law. Individuals who choose not to provide personal information are still able to access most areas of Council's websites.

Council tracks visits to its website and uses the data to analyse for trends and statistics. This process does not collect any personal data or location details in regard to the individual or from where the source information

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)



Greater Dandenong Policy

originated.

Note: Council also has an internal Information Security Policy

What is the role of the Information Privacy Officer?

The Information Privacy Officer (or nominated delegate) handles enquires, complaints or adjustments regarding personal or health information. See below for contact details of the Information Privacy Officer/Health Records Officer.

Written complaints or requests for information will be responded to in writing within 10 business days from the date on which it is received by Council unless the request is covered by the *Freedom of Information Act* 1982.

Is there a complaints/dispute resolution process?

If Council is alerted to any alleged breach of any of its electronic data base systems which store personal or health information of individuals, it will conduct a thorough and diligent investigation in accordance with its current Information Breach Protocol. This will involve notifying any person that may have been affected by the alleged breach.

If an individual feels aggrieved by Council's handling of personal information, in the first instance, they should lodge any concerns or complaints in writing to Council's Information Privacy Officer.

The Information Privacy Officer
City of Greater Dandenong
PO Box 200
DANDENONG Vic 3175
Tel: 8571 5100

The complainant will be provided with a written response within 10 business days from the date on which it is received by Council.

If the complainant is not satisfied with the response provided by Council they may contact either the Victorian Information Commissioner or the Health Complaints Commission for resolution.

Victorian Information Commissioner
PO Box 24274, Melbourne Victoria 3001
Tel: 1300 006 842
Email: enquiries@ovic.vic.gov.au
Website: www.ovic.vic.gov.au

Health Complaints Commissioner
Level 26, 570 Bourke Street, Melbourne Victoria 3000
Tel: 1300 582 113
Email: hcc@hcc.vic.gov.au
Website: <https://hcc.vic.gov.au>

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)



Greater Dandenong Policy

6. Related Documents

Related Council documents (as varied from time to time)

- Information Security Policy
- Working with Children Check Guidelines
- Police Check Policy
- Recruitment Policy
- Reasonable Adjustment Guidelines
- Greater Dandenong City Council Information Breach Protocol
- Greater Dandenong City Council Protective Data Security Plans (Committees of Management)

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

Information Privacy Principles
<p>IPP 1 Collection</p> <p>1.1 An organisation must not collect personal information unless the information is necessary for one or more of its functions or activities.</p> <p>1.2 An organisation must collect personal information only by lawful and fair means and not in an unreasonably intrusive way.</p> <p>1.3 At or before the time (or, if that is not practicable, as soon as practicable after) an organisation collects personal information about an individual from the individual, the organisation must take reasonable steps to ensure that the individual is aware of –</p> <ul style="list-style-type: none"> (a) the identity of the organisation and how to contact it; and (b) the fact that he or she is able to gain access to the information; and (c) the purposes for which the information is collected; and (d) to whom (or the types of individuals or organisations to which) the organisation usually discloses information of that kind; and (e) any law that requires the particular information to be collected; and (f) the main consequences (if any) for the individual if all or part of the information is not provided. <p>1.4 If it is reasonable and practicable to do so, an organisation must collect personal information about an individual only from that individual.</p> <p>1.5 If an organisation collects personal information about an individual from someone else, it must take reasonable steps to ensure that the individual is or has been made aware of the matters listed in IPP 1.3 except to the extent that making the individual aware of the matters would pose a serious threat to the life or health of any individual.</p> <p>IPP 2 Use and Disclosure</p> <p>2.1 An organisation must not use or disclose personal information about an individual for a purpose (the secondary purpose) other than the primary purpose of collection unless –</p> <ul style="list-style-type: none"> (a) both of the following apply – <ul style="list-style-type: none"> (i) the secondary purpose is related to the primary purpose of collection and, if the personal information is sensitive information, directly related to the primary purpose of collection; (ii) the individual would reasonably expect the organisation to use or disclose the information for the secondary purpose; or (b) the individual has consented to the use or disclosure; or (c) if the use or disclosure is necessary for research, or the compilation or analysis of statistics, in the public interest, other than for publication in a form that identifies any particular individual – <ul style="list-style-type: none"> (i) it is impracticable for the organisation to seek the individual's consent before the use or disclosure; and (ii) in the case of disclosure – the organisation reasonably believes that the recipient of the information will not disclose the information; or (d) the organisation reasonably believes that the use or disclosure is necessary to lessen or prevent – <ul style="list-style-type: none"> (i) a serious threat to an individual's life, health, safety or welfare; or (ii) a serious threat to public health, public safety, or public welfare; or (e) the organisation has reason to suspect that unlawful activity has been, is being or may be engaged in, and uses or discloses the personal information as a necessary part of its investigation of the matter or in reporting its concerns to relevant persons or authorities; or (f) the use or disclosure is required or authorised by or under law; or (g) the organisation reasonably believes that the use or disclosure is reasonably necessary for one or more of the following by or on behalf of a law enforcement agency – <ul style="list-style-type: none"> (i) the prevention, detection, investigation, prosecution or punishment of criminal offences or breaches of a law imposing a penalty or sanction; (ii) the enforcement of laws relating to the confiscation of the proceeds of crime; (iii) the protection of the public revenue; (iv) the prevention, detection, investigation or remedying of seriously improper conduct; (v) the preparation for, or conduct of, proceedings before any court or tribunal, or implementation of the orders of a court or tribunal; or (h) the Australian Security Intelligence Organization (ASIO) or the Australian Secret Intelligence Service (ASIS), in connection with its functions, has requested the organisation to disclose the personal information and – <ul style="list-style-type: none"> (i) the disclosure is made to an officer or employee of ASIO or ASIS (as the case requires) authorised in writing by the Director-General of ASIO or ASIS (as the case requires) to receive the disclosure; and

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

<p>(ii) an officer or employee of ASIO or ASIS (as the case requires) authorised in writing by the Director-General of ASIO or ASIS (as the case requires) for the purposes of this paragraph has certified that the disclosure would be connected with the performance by ASIO or ASIS (as the case requires) of its functions.</p> <p>2.2 If an organisation uses or discloses personal information under paragraph 2.1(g), it must make a written note of the use or disclosure</p>
<p>IPP 3 Data Quality</p> <p>3.1 An organisation must take reasonable steps to make sure that the personal information it collects, uses or discloses is accurate, complete and up to date.</p>
<p>IPP 4 Data Security</p> <p>4.1 An organisation must take reasonable steps to protect the personal information it holds from misuse and loss and from unauthorised access, modification or disclosure.</p> <p>4.2 An organisation must take reasonable steps to destroy or permanently de-identify personal information if it is no longer needed for any purpose.</p>
<p>IPP 5 Openness</p> <p>5.1 An organisation must set out in a document clearly expressed policies on its management of personal information. The organisation must make the document available to anyone who asks for it.</p> <p>5.2 On request by a person, an organisation must take reasonable steps to let the person know, generally, what sort of personal information it holds, for what purposes, and how it collects, holds, uses and discloses that information.</p>
<p>IPP 6 Access and Correction</p> <p>6.1 If an organisation holds personal information about an individual, it must provide the individual with access to the information on request by the individual, except to the extent that –</p> <ul style="list-style-type: none"> (a) providing access would pose a serious threat to the life or health of any individual; or (b) providing access would have an unreasonable impact on the privacy of other individuals; or (c) the request for access is frivolous or vexatious; or (d) the information relates to existing legal proceedings between the organisation and the individual, and the information would not be accessible by the process of discovery or subpoena in those proceedings; or (e) providing access would reveal the intentions of the organisation in relation to negotiations with the individual in such a way as to prejudice those negotiations; or (f) providing access would be unlawful; or (g) denying access is required or authorised by or under law; or (h) providing access would be likely to prejudice an investigation of possible unlawful activity; or (i) providing access would be likely to prejudice – <ul style="list-style-type: none"> (i) the prevention, detection, investigation, prosecution or punishment of criminal offences or breaches of a law imposing a penalty or sanction; or (ii) the enforcement of laws relating to the confiscation of the proceeds of crime; or (iii) the protection of public revenue; or (iv) the prevention, detection, investigation or remedying of seriously improper conduct; or (v) the preparation for, or conduct of, proceedings before any court or tribunal, or implementation of its orders – <p>by or on behalf of a law enforcement agency; or</p> <p>(j) ASIO, ASIS or a law enforcement agency performing a lawful security function asks the organisation not to provide access to the information on the basis that providing access would be likely to cause damage to the security of Australia.</p> <p>6.2 However, where providing access would reveal evaluative information generated within the organisation in connection with a commercially sensitive decision-making process, the organisation may give the individual an explanation for the commercially sensitive decision rather than direct access to the information.</p> <p>6.3 If the organisation is not required to provide the individual with access to the information because of one or more of paragraphs 6.1(a) to (j) (inclusive), the organisation must, if reasonable, consider whether the use of mutually agreed intermediaries would allow sufficient access to meet the needs of both parties.</p>

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

<p>6.4 If an organisation charges for providing access to personal information, the organisation –</p> <ul style="list-style-type: none"> (a) must advise an individual who requests access to personal information that the organisation will provide access on the payment of the prescribed fee; and (b) may refuse access to the personal information until the fee is paid. <p>6.5 If an organisation holds personal information about an individual and the individual is able to establish that the information is not accurate, complete and up to date, the organisation must take reasonable steps to correct the information so that it is accurate, complete and up to date.</p> <p>6.6 If the individual and the organisation disagree about whether the information is accurate, complete and up to date, and the individual asks the organisation to associate with the information a statement claiming that the information is not accurate, complete or up to date, the organisation must take reasonable steps to do so.</p> <p>6.7 An organisation must provide reasons for denial of access or a refusal to correct personal information.</p> <p>6.8 If an individual requests access to, or the correction of, personal information held by an organisation, the organisation must –</p> <ul style="list-style-type: none"> (a) provide access, or reasons for the denial of access; or (b) correct the personal information, or provide reasons for the refusal to correct the personal information; or (c) provide reasons for the delay in responding to the request for access to or for the correction of personal information— <p>as soon as practicable, but no later than 45 days after receiving the request.</p>
<p>IPP 7 Unique Identifiers</p> <p>7.1 An organisation must not assign unique identifiers to individuals unless the assignment of unique identifiers is necessary to enable the organisation to carry out any of its functions efficiently.</p> <p>7.2 An organisation must not adopt as its own unique identifier of an individual a unique identifier of the individual that has been assigned by another organisation unless –</p> <ul style="list-style-type: none"> (a) it is necessary to enable the organisation to carry out any of its functions efficiently; or (b) it has obtained the consent of the individual to the use of the unique identifier; or (c) it is an outsourcing organisation adopting the unique identifier created by a contracted service provider in the performance of its obligations to the organisation under a State contract. <p>7.3 An organisation must not use or disclose a unique identifier assigned to an individual by another organisation unless –</p> <ul style="list-style-type: none"> (a) the use or disclosure is necessary for the organisation to fulfil its obligations to the other organisation; or (b) one or more of paragraphs 2.1(d) to 2.1(g) applies to the use or disclosure; or (c) it has obtained the consent of the individual to the use or disclosure. <p>7.4 An organisation must not require an individual to provide a unique identifier in order to obtain a service unless the provision of the unique identifier is required or authorised by law or the provision is in connection with the purpose (or a directly related purpose) for which the unique identifier was assigned.</p>
<p>IPP 8 Anonymity</p> <p>8.1 Wherever it is lawful and practicable, individuals must have the option of not identifying themselves when entering transactions with an organisation.</p>

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

IPP 9 Trans-border Data Flows

- 9.1 An organisation may transfer personal information about an individual to someone (other than the organisation or the individual) who is outside Victoria only if –
- (a) the organisation reasonably believes that the recipient of the information is subject to a law, binding scheme or contract which effectively upholds principles for fair handling of the information that are substantially similar to the Information Privacy Principles; or
 - (b) the individual consents to the transfer; or
 - (c) the transfer is necessary for the performance of a contract between the individual and the organisation, or for the implementation of pre-contractual measures taken in response to the individual's request; or
 - (d) the transfer is necessary for the conclusion or performance of a contract concluded in the interest of the individual between the organisation and a third party; or
 - (e) all of the following apply –
 - (i) the transfer is for the benefit of the individual;
 - (ii) it is impracticable to obtain the consent of the individual to that transfer;
 - (iii) if it were practicable to obtain that consent, the individual would be likely to give it; or
 - (f) the organisation has taken reasonable steps to ensure that the information which it has transferred will not be held, used or disclosed by the recipient of the information inconsistently with the Information Privacy Principles.

IPP 10 Sensitive Information

- 10.1 An organisation must not collect sensitive information about an individual unless –
- (a) the individual has consented; or
 - (b) the collection is required under law; or
 - (c) the collection is necessary to prevent or lessen a serious threat to the life or health of any individual, where the individual whom the information concerns –
 - (i) is physically or legally incapable of giving consent to the collection; or
 - (ii) physically cannot communicate consent to the collection; or
 - (d) the collection is necessary for the establishment, exercise or defence of a legal or equitable claim.
- 10.2 Despite IPP 10.1, an organisation may collect sensitive information about an individual if –
- (a) the collection –
 - (i) is necessary for research, or the compilation or analysis of statistics, relevant to government funded targeted welfare or educational services; or
 - (ii) is of information relating to an individual's racial or ethnic origin and is collected for the purpose of providing government funded targeted welfare or educational services; and
 - (b) there is no reasonably practicable alternative to collecting the information for that purpose; and
 - (c) it is impracticable for the organisation to seek the individual's consent to the collection.

Health Privacy Principles

HPP 1--Collection

When health information may be collected

- 1.1 An organisation must not collect health information about an individual unless the information is necessary for one or more of its functions or activities and at least one of the following applies--
- (a) the individual has consented;
 - (b) the collection is required, authorised or permitted, whether expressly or impliedly, by or under law (other than a prescribed law);
 - (c) the information is necessary to provide a health service to the individual and the individual is incapable of giving consent within the meaning of section 85(3) and--
 - (i) it is not reasonably practicable to obtain the consent of an authorised representative of the individual within the meaning of section 85; or
 - (ii) the individual does not have such an authorised representative;

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

- (d) the information is disclosed to the organisation in accordance with HPP 2.2(a), (f), (i) or (l) or HPP 2.5;
- (e) if the collection is necessary for research, or the compilation or analysis of statistics, in the public interest--
 - (i) that purpose cannot be served by the collection of information that does not identify the individual or from which the individual's identity cannot reasonably be ascertained; and
 - (ii) it is impracticable for the organisation to seek the individual's consent to the collection; and
 - (iii) the information is collected in accordance with guidelines issued or approved by the Health Services Commissioner under section 22 for the purposes of this subparagraph;
- (f) the collection is necessary to prevent or lessen--
 - (i) a serious threat to the life, health, safety or welfare of any individual; or
 - (ii) a serious threat to public health, public safety or public welfare--
 and the information is collected in accordance with guidelines, if any, issued or approved by the Health Services Commissioner under section 22 for the purposes of this paragraph;
- (g) the collection is by or on behalf of a law enforcement agency and the organisation reasonably believes that the collection is necessary for a law enforcement function;
- (h) the collection is necessary for the establishment, exercise or defence of a legal or equitable claim;
- (i) the collection is in the prescribed circumstances.

How health information is to be collected

- 1.2 An organisation must collect health information only by lawful and fair means and not in an unreasonably intrusive way.
- 1.3 If it is reasonable and practicable to do so, an organisation must collect health information about an individual only from that individual.
- 1.4 At or before the time (or, if that is not practicable, as soon as practicable thereafter) an organisation collects health information about an individual from the individual, the organisation must take steps that are reasonable in the circumstances to ensure that the individual is generally aware of--
 - (a) the identity of the organisation and how to contact it; and
 - (b) the fact that he or she is able to gain access to the information; and
 - (c) the purposes for which the information is collected; and
 - (d) to whom (or the types of individuals or organisations to which) the organisation usually discloses information of that kind; and
 - (e) any law that requires the particular information to be collected; and
 - (f) the main consequences (if any) for the individual if all or part of the information is not provided.
- 1.5 If an organisation collects health information about an individual from someone else, it must take any steps that are reasonable in the circumstances to ensure that the individual is or has been made aware of the matters listed in HPP 1.4 except to the extent that making the individual aware of the matters would pose a serious threat to the life or health of any individual or would involve the disclosure of information given in confidence.
- 1.6 An organisation is not required to notify the individual of the identity of persons, or classes of persons, to whom health information may be disclosed in accordance with HPP 2.2(f).

Information given in confidence

- 1.7 If personal information is given in confidence to a health service provider about an individual by a person other than--
 - (a) the individual; or
 - (b) a health service provider in the course of, or otherwise in relation to, the provision of health services to the individual--
 with a request that the information not be communicated to the individual to whom it relates, the provider must--
 - (c) confirm with the person that the information is to remain confidential; and
 - (d) if the information remains confidential--
 - (i) record the information only if it is relevant to the provision of health services to, or the care of, the individual; and
 - (ii) take reasonable steps to ensure that the information is accurate and not misleading; and
 - (e) take reasonable steps to record that the information is given in confidence and is to remain confidential.

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)



Appendix 1

HPP 2--Use and Disclosure

- 2.1 An organisation may use or disclose health information about an individual for the primary purpose for which the information was collected in accordance with HPP 1.1.
- 2.2 An organisation must not use or disclose health information about an individual for a purpose (the **"secondary purpose"**) other than the primary purpose for which the information was collected unless at least one of the following paragraphs applies:
- (a) both of the following apply--
 - (i) the secondary purpose is directly related to the primary purpose; and
 - (ii) the individual would reasonably expect the organisation to use or disclose the information for the secondary purpose; or
 - (b) the individual has consented to the use or disclosure; or
 - (c) the use or disclosure is required, authorised or permitted, whether expressly or impliedly, by or under law (other than a prescribed law); or
 - (d) all of the following apply--
 - (i) the organisation is a health service provider providing a health service to the individual; and
 - (ii) the use or disclosure for the secondary purpose is reasonably necessary for the provision of the health service; and
 - (iii) the individual is incapable of giving consent within the meaning of section 85(3) and--
 - (A) it is not reasonably practicable to obtain the consent of an authorised representative of the individual within the meaning of section 85; or
 - (B) the individual does not have such an authorised representative; or
 - (e) all of the following apply--
 - (i) the organisation is a health service provider providing a health service to the individual; and
 - (ii) the use is for the purpose of the provision of further health services to the individual by the organisation; and
 - (iii) the organisation reasonably believes that the use is necessary to ensure that the further health services are provided safely and effectively; and
 - (iv) the information is used in accordance with guidelines, if any, issued or approved by the Health Services Commissioner under section 22 for the purposes of this paragraph; or
 - (f) the use or disclosure is for the purpose of--
 - (i) funding, management, planning, monitoring, improvement or evaluation of health services; or
 - (ii) training provided by a health service provider to employees or persons working with the organisation--
 and--
 - (iii) that purpose cannot be served by the use or disclosure of information that does not identify the individual or from which the individual's identity cannot reasonably be ascertained and it is impracticable for the organisation to seek the individual's consent to the use or disclosure; or
 - (iv) reasonable steps are taken to de-identify the information--
 and--
 - (v) if the information is in a form that could reasonably be expected to identify individuals, the information is not published in a generally available publication; and
 - (vi) the information is used or disclosed in accordance with guidelines, if any, issued or approved by the Health Services Commissioner under section 22 for the purposes of this sub-paragraph; or
 - (g) if the use or disclosure is necessary for research, or the compilation or analysis of statistics, in the public interest--
 - (i) it is impracticable for the organisation to seek the individual's consent before the use or disclosure; and
 - (ii) that purpose cannot be served by the use or disclosure of information that does not identify the individual or from which the individual's identity cannot reasonably be ascertained; and
 - (iii) the use or disclosure is in accordance with guidelines issued or approved by the Health Services Commissioner under section 22 for the purposes of this subparagraph; and
 - (iv) in the case of disclosure--
 - (A) the organisation reasonably believes that the recipient of the health information will not disclose the health information; and
 - (B) the disclosure will not be published in a form that identifies particular individuals or from which an individual's identity can reasonably be ascertained; or
 - (h) the organisation reasonably believes that the use or disclosure is necessary to lessen or prevent--
 - (i) a serious threat to an individual's life, health, safety or welfare; or
 - (ii) a serious threat to public health, public safety or public welfare--

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

and the information is used or disclosed in accordance with guidelines, if any, issued or approved by the Health Services Commissioner under section 22 for the purposes of this paragraph; or

- (i) the organisation has reason to suspect that unlawful activity has been, is being or may be engaged in, and uses or discloses the health information as a necessary part of its investigation of the matter or in reporting its concerns to relevant persons or authorities and, if the organisation is a registered health service provider, the use or disclosure would not be a breach of confidence; or
- (j) the organisation reasonably believes that the use or disclosure is reasonably necessary for a law enforcement function by or on behalf of a law enforcement agency and, if the organisation is a registered health service provider, the use or disclosure would not be a breach of confidence; or
- (k) the use or disclosure is necessary for the establishment, exercise or defence of a legal or equitable claim; or
- (l) the use or disclosure is in the prescribed circumstances.

Note: Nothing in HPP 2 requires an organisation to disclose health information about an individual. An organisation is always entitled not to disclose health information in the absence of a legal obligation to disclose it.

2.3 If an organisation discloses health information under paragraph (i) or (j) of HPP 2.2, it must make a written note of the disclosure.

2.4 Despite HPP 2.2, a health service provider may disclose health information about an individual to an immediate family member of the individual if—

- (a) either--
 - (i) the disclosure is necessary to provide appropriate health services to or care of the individual; or
 - (ii) the disclosure is made for compassionate reasons; and
- (b) the disclosure is limited to the extent reasonable and necessary for the purposes mentioned in paragraph (a); and
- (c) the individual is incapable of giving consent to the disclosure within the meaning of section 85(3); and
- (d) the disclosure is not contrary to any wish--
 - (i) expressed by the individual before the individual became incapable of giving consent and not changed or withdrawn by the individual before then; and
 - (ii) of which the organisation is aware or could be made aware by taking reasonable steps; and
- (e) in the case of an immediate family member who is under the age of 18 years, considering the circumstances of the disclosure, the immediate family member has sufficient maturity to receive the information.

2.5 Despite HPP 2.2, an organisation may use or disclose health information about an individual where—

- (a) it is known or suspected that the individual is dead; or
 - (b) it is known or suspected that the individual is missing; or
 - (c) the individual has been involved in an accident or other misadventure and is incapable of consenting to the use or disclosure--
- and the use or disclosure is to the extent reasonably necessary--
- (d) to identify the individual; or
 - (e) to ascertain the identity and location of an immediate family member or other relative of the individual for the purpose of--
 - (i) enabling a member of the police force, a coroner or other prescribed organisation to contact the immediate family member or other relative for compassionate reasons;
 or
 - (ii) to assist in the identification of the individual--
 and, in the circumstances referred to in paragraph (b) or (c)--
 - (f) the use or disclosure is not contrary to any wish--
 - (i) expressed by the individual before he or she went missing or became incapable of consenting and not withdrawn by the individual; and
 - (ii) of which the organisation is aware or could have become aware by taking reasonable steps; and
 - (g) the information is used or disclosed in accordance with guidelines, if any, issued or approved by the Health Services Commissioner under section 22 for the purposes of this paragraph.

HPP 3--Data Quality

3.1 An organisation must take steps that are reasonable in the circumstances to make sure that, having regard to the purpose for which the information is to be used, the health information it collects, uses, holds or discloses is accurate, complete, up to date and relevant to its functions or activities.

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

HPP 4--Data Security and Retention

- 4.1 An organisation must take reasonable steps to protect the health information it holds from misuse and loss and from unauthorised access, modification or disclosure.
- 4.2 A health service provider must not delete health information relating to an individual, even if it is later found or claimed to be inaccurate, unless--
- (a) the deletion is permitted, authorised or required by the regulations or any other law; or
 - (b) the deletion is not contrary to the regulations or any other law and occurs--
 - (i) in the case of health information collected while the individual was a child, after the individual attains the age of 25 years; or
 - (ii) in any case, more than 7 years after the last occasion on which a health service was provided to the individual by the provider--
 whichever is the later.
- 4.3 A health service provider who deletes health information in accordance with HPP 4.2 must make a written note of the name of the individual to whom the health information related, the period covered by it and the date on which it was deleted.
- 4.4 A health service provider who transfers health information to another individual or organisation and does not continue to hold a record of that information must make a written note of the name and address of the individual or organisation to whom it was transferred.
- 4.5 An organisation other than a health service provider must take reasonable steps to destroy or permanently de-identify health information if it is no longer needed for the purpose for which it was collected or any other purpose authorised by this Act, the regulations made under this Act or any other law.

HPP 5 Openness

- 5.1 An organisation must set out in a document--
- (a) clearly expressed policies on its management of health information; and
 - (b) the steps that an individual must take in order to obtain access to their health information.
- The organisation must make the document available to anyone who asks for it.
- 5.2 On request by an individual, an organisation must take reasonable steps--
- (a) to let the individual know--
 - (i) whether the organisation holds health information relating to the individual; and
 - (ii) the steps that the individual should take if the individual wishes to obtain access to the information; and
 - (b) if the organisation holds health information relating to the individual, to let the individual know in general terms--
 - (i) the nature of the information; and
 - (ii) the purposes for which the information is used; and
 - (iii) how the organisation collects, holds, uses and discloses the information.

HPP 6 Access and Correction

Access

- 6.1 If an organisation holds health information about an individual, it must provide the individual with access to the information on request by the individual in accordance with Part 5, unless--
- (a) providing access would pose a serious threat to the life or health of any person under section 26 and refusing access is in accordance with guidelines, if any, issued or approved by the Health Services Commissioner under section 22 for the purposes of this paragraph; or
 - (b) providing access would have an unreasonable impact on the privacy of other individuals and refusing access is in accordance with guidelines, if any, issued or approved by the Health Services Commissioner under section 22 for the purposes of this paragraph; or
 - (c) the information relates to existing legal proceedings between the organisation and the individual and the information would not be accessible by the process of discovery in those proceedings or is subject to legal professional privilege; or
 - (d) providing access would reveal the intentions of the organisation in relation to negotiations, other than about the provision of a health service, with the individual in such a way as to expose the organisation unreasonably to disadvantage; or
 - (e) the information is subject to confidentiality under section 27; or
 - (f) providing access would be unlawful; or
 - (g) denying access is required or authorised by or under law; or

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

- (h) providing access would be likely to prejudice an investigation of possible unlawful activity; or
- (i) providing access would be likely to prejudice a law enforcement function by or on behalf of a law enforcement agency; or
- (j) a law enforcement agency performing a lawful security function asks the organisation not to provide access to the information on the basis that providing access would be likely to cause damage to the security of Australia; or
- (k) the request for access is of a kind that has been made unsuccessfully on at least one previous occasion and there are no reasonable grounds for making the request again; or
- (l) the individual has been provided with access to the health information in accordance with Part 5 and is making an unreasonable, repeated request for access to the same information in the same way.

6.2 However, where providing access would reveal evaluative information generated within the organisation in connection with a commercially sensitive decision-making process, the organisation may give the individual an explanation for the commercially sensitive decision rather than access to the information.

Note: An organisation breaches HPP 6.1 if it relies on HPP 6.2 to give an individual an explanation for a commercially sensitive decision in circumstances where HPP 6.2 does not apply.

6.3 If access is refused on the ground that it would pose a serious threat to the life or health of the individual, the procedure in Division 3 of Part 5 applies.

6.4 Without limiting sections 26 and 27, nothing in this Principle compels an organisation to refuse to provide an individual with access to his or her health information.

Correction

6.5 If an organisation holds health information about an individual and the individual is able to establish that the information is inaccurate, incomplete, misleading or not up to date, the organisation must take reasonable steps to correct the information so that it is accurate, complete and up to date but must not delete the information otherwise than in accordance with HPP 4.2.

6.6 If--

- (a) the organisation is not willing to correct the health information in accordance with a request by the individual; and
- (b) no decision or recommendation to the effect that the information should be corrected wholly or partly in accordance with the request, is pending or has been made under this Act or any other law; and
- (c) the individual gives to the organisation a written statement concerning the requested correction--

the organisation must take reasonable steps to associate the statement with the information.

6.7 If the organisation accepts the need to correct the health information but--

- (a) the organisation considers it likely that leaving incorrect information, even if corrected, could cause harm to the individual or result in inappropriate health services or care being provided; or
- (b) the form in which the health information is held makes correction impossible; or
- (c) the corrections required are sufficiently complex or numerous for a real possibility of confusion or error to arise in relation to interpreting or reading the record if it were to be so corrected--

the organisation must place the incorrect information on a record which is not generally available to anyone involved in providing health services to the individual, and to which access is restricted, and take reasonable steps to ensure that only the corrected information is generally available to anyone who may provide health services to the individual.

6.8 If an organisation corrects health information about an individual, it must--

- (a) if practicable, record with the correction the name of the person who made the correction and the date on which the correction is made; and
- (b) take reasonable steps to notify any health service providers to whom the organisation disclosed the health information before its correction and who may reasonably be expected to rely on that information in the future.

6.9 If an individual requests an organisation to correct health information about the individual, the organisation must take reasonable steps to notify the individual of a decision on the request as soon as practicable but in any case not later than 30 days after the request is received by the organisation.

Written reasons

6.10 An organisation must provide written reasons for refusal of access or a refusal to correct health information.

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

HPP 7 Identifiers

- 7.1 An organisation may only assign identifiers to individuals if the assignment of identifiers is reasonably necessary to enable the organisation to carry out any of its functions efficiently.
- 7.2 Subject to HPP 7.4, a private sector organisation may only adopt as its own identifier of an individual an identifier of an individual that has been assigned by a public sector organisation (or by an agent of, or contractor to, a public sector organisation acting in its capacity as agent or contractor) if--
- (a) the individual has consented to the adoption of the same identifier; or
 - (b) the use or disclosure of the identifier is required or authorised by or under law.
- 7.3 Subject to HPP 7.4, a private sector organisation may only use or disclose an identifier assigned to an individual by a public sector organisation (or by an agent of, or contractor to, a public sector organisation acting in its capacity as agent or contractor) if--
- (a) the use or disclosure is required for the purpose for which it was assigned or for a secondary purpose referred to in one or more of paragraphs (c) to (l) of HPP 2.2; or
 - (b) the individual has consented to the use or disclosure; or
 - (c) the disclosure is to the public sector organisation which assigned the identifier to enable the public sector organisation to identify the individual for its own purposes.
- 7.4 If the use or disclosure of an identifier assigned to an individual by a public sector organisation is necessary for a private sector organisation to fulfil its obligations to, or requirements of, the public sector organisation, a private sector organisation may either--
- (a) adopt as its own identifier of an individual an identifier of the individual that has been assigned by the public sector organisation; or
 - (b) use or disclose an identifier of the individual that has been assigned by the public sector organisation.

HPP 8 Anonymity

- 8.1 Wherever it is lawful and practicable, individuals must have the option of not identifying themselves when entering transactions with an organisation.

HPP 9 Transborder Data Flows

- 9.1 An organisation may transfer health information about an individual to someone (other than the organisation or the individual) who is outside Victoria only if--
- (a) the organisation reasonably believes that the recipient of the information is subject to a law, binding scheme or contract which effectively upholds principles for fair handling of the information that are substantially similar to the Health Privacy Principles; or
 - (b) the individual consents to the transfer; or
 - (c) the transfer is necessary for the performance of a contract between the individual and the organisation, or for the implementation of pre-contractual measures taken in response to the individual's request; or
 - (d) the transfer is necessary for the conclusion or performance of a contract concluded in the interest of the individual between the organisation and a third party; or
 - (e) all of the following apply--
 - (i) the transfer is for the benefit of the individual;
 - (ii) it is impracticable to obtain the consent of the individual to that transfer;
 - (iii) if it were practicable to obtain that consent, the individual would be likely to give it; or
 - (f) the organisation has taken reasonable steps to ensure that the information which it has transferred will not be held, used or disclosed by the recipient of the information inconsistently with the Health Privacy Principles; or
 - (g) the transfer is authorised or required by any other law.

HPP 10 Transfer or closure of the practice of a health service provider

- 10.1 This Principle applies if the practice or business of a health service provider ("**the provider**") is to be--
- (a) sold or otherwise transferred and the provider will not be providing health services in the new practice or business; or
 - (b) closed down.
- 10.2 The provider or, if the provider is deceased, the legal representatives of the provider, must--
- (a) publish a notice in a newspaper circulating in the locality of the practice or business stating--
 - (i) that the practice or business has been, or is about to be, sold, transferred or closed down, as the case may be; and

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

<p>(ii) the manner in which the provider proposes to deal with the health information held by the practice or business about individuals who have received health services from the provider, including whether the provider proposes to retain the information or make it available for transfer to those individuals or their health service providers;</p> <p>and</p> <p>(b) take any other steps to notify individuals who have received a health service from the provider in accordance with guidelines issued or approved by the Health Services Commissioner under section 22 for the purposes of this paragraph.</p> <p>10.3 Not earlier than 21 days after giving notice in accordance with HPP 10.2, the person giving the notice must, in relation to health information about an individual held by, or on behalf of, the practice or business, elect to retain that information or transfer it to--</p> <p>(a) the health service provider, if any, who takes over the practice or business; or</p> <p>(b) the individual or a health service provider nominated by him or her.</p> <p>10.4 A person who elects to retain health information must continue to hold it or transfer it to a competent organisation for safe storage in Victoria, until the time, if any, when the health information is destroyed in accordance with HPP 4.</p> <p>10.5 Subject to HPP 10.2, a person must comply with the requirements of this Principle as soon as practicable.</p> <p>10.6 Despite any other provision of the Health Privacy Principles, a person who transfers health information in accordance with this Principle does not, by so doing, contravene the Health Privacy Principles.</p> <p>10.7 If--</p> <p>(a) an individual, in response to a notice published under HPP 10.2, requests that health information be transferred to him or her or to a health service provider nominated by him or her; and</p> <p>(b) the person who published the notice elects to retain the health information</p> <p>the request must be taken to be--</p> <p>(c) in the case of a request that the health information be transferred to him or her, a request for access to that health information in accordance with Part 5 or HPP 6; and</p> <p>(d) in the case of a request that the health information be transferred to a health service provider nominated by him or her, a request for the transfer of that health information in accordance with HPP 11--</p> <p>and it must be dealt with in accordance with this Act.</p> <p>10.8 This Principle operates subject to any other law, including the Public Records Act 1973.</p> <p>10.9 For the purposes of HPP 10.1(a), a business or practice of a provider is transferred if--</p> <p>(a) it is amalgamated with another organisation; and</p> <p>(b) the successor organisation which is the result of the amalgamation is a private sector organisation.</p>
<p>HPP 11 Making information available to another health service provider</p> <p>11.1 If an individual--</p> <p>(a) requests a health service provider to make health information relating to the individual held by the provider available to another health service provider; or</p> <p>(b) authorises another health service provider to request a health service provider to make health information relating to the individual held by that provider available to the requesting health service provider--</p> <p>a health service provider to whom the request is made and who holds health information about the individual must, on payment of a fee not exceeding the prescribed maximum fee and subject to the regulations, provide a copy or written summary of that health information to that other health service provider.</p> <p>11.2 A health service provider must comply with the requirements of this Principle as soon as practicable.</p> <p>11.3 Nothing in Part 5 or HPP 6 limits the operation of this Principle.</p> <p>11.4 For the purposes of HPP 10.7, this Principle applies to a legal representative of a deceased health service provider in the same way that it applies to a health service provider.</p>

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

POLICY AND STRATEGY

**REVIEW OF COUNCIL POLICY – PRIVACY AND PERSONAL
INFORMATION POLICY (MARKED UP)**

ATTACHMENT 2

**PRIVACY AND PERSONAL INFORMATION
POLICY**

PAGES 21 (including cover)

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

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)



Greater Dandenong Policy

Privacy & Personal Information Policy

File Number:	A37219	Authority:	Council
Directorate:	Corporate Services	Responsible Officer:	Manager Governance and Commercial Property
Policy Type:	Discretionary	Version No:	004
1 st Adopted by Council	9 September 2002 Minute No.	Last Adopted by Council:	25 January 2016 Minute No. 1238
Review Period:	Biennial	Next Review:	January 2021

1. Purpose

What has led to the need for this policy?

Greater Dandenong City Council (**Council**) is strongly committed to the transparent and responsible handling of personal and health information and to protecting every individual's right to privacy. Under the *Privacy and Data Protection Act 2014* and *Health Records Act 2001* we are bound by the Information Privacy Principles (IPP's) and the Health Privacy Principles (HPP's) outlined in these pieces of legislation.

What will the policy do?

This policy has been developed to meet the requirements of the *Privacy and Data Protection Act 2014* in regard to the management, collection, use, disclosure and disposal of personal, sensitive and health information and to allow individuals the right to access and, if required, correct information about them which is held by Council or any organisation contracted by Council.

The *Privacy and Data Protection Act 2014* came into effect on the 17 September 2014 and repealed the *Information Privacy Act 2000* and the *Commissioner for Law Enforcement Data Security Act 2005*.

Under Part 4 of the *Privacy and Data Protection Act 2014* (PDP Act) there is a single privacy and data protection framework and a set of standards (known as the Victorian Protective Data Security (VPDS) Standards and Framework) which are intended to strengthen the protection of personal information and other data held by the Victorian public sector. Local government agencies and councils are largely exempt from this part of PDP Act and their essential obligation is still to operate in accordance with the Victorian Information Privacy Principles (IPP's) which remain identical in the PDP Act. However, where Council has been appointed as a Committee of Management under s14 of the *Crown Land (Reserves) Act 1978*, it may be subject to the VPDS standards and framework set out in Part 4 of the PDP Act. In this respect, Council will develop protective data security plans in line with the required legislation for the Committees of Management for which it has been appointed and when required to do so.

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Greater Dandenong Policy

The Victorian *Health Records Act 2001* regulates the collection and handling of health information in both public and private sectors due to the likelihood of individuals receiving treatment from both sectors. The *Health Records Act 2001* establishes 11 Health Principles (HPP's) which apply to the rights of both living and deceased persons.

Council's privacy commitment arises from the need to collect personal and health information to assist in:

- planning and delivering services;
- the follow up and response to concerns and complaints;
- obtaining feedback and monitoring performance;
- requirements to comply under Government legislation; and
- managing employees, contractors, volunteers and stakeholders.

2. Scope

Who does it apply to and what is covered?

This policy applies to:

- all employees, Councillors, contractors, volunteers and stakeholders of the **Greater Dandenong City Council**.
- all personal, sensitive and health information held by Council, **i.e.** information or an opinion about an individual whose identity is apparent, or can be reasonably ascertained from that information or opinion. This includes, but is not limited to, information **Council has** collected in any format including correspondence, in person, over the phone and by electronic means such as the internet.
- personal, sensitive and health information sourced from third parties.

Further, personal information must only be collected and used for the primary purpose for which it was collected, or for a related purpose the person would reasonably expect. For example, where a doctor's certificate informs Council of a person's medical condition, it would be reasonable to expect that the same information might also be used to make reasonable adjustments to support that person's interactions with Council.

This policy is available on Council's website and copies are made available to individuals upon request.

The obligations contained in this policy also apply to how Council will manage personal, sensitive and health information in relation to its employees.

Certain information is exempt from the provisions of the *Privacy & Data Protection Act 2014*. For instance, publicly available information (as defined in the *Local Government Act 1989*) by its very nature cannot be deemed to be private. Likewise information used for law enforcement is also exempt due to its required use for legal purposes.

The privacy legislation outlined in this policy is in addition to existing statutory and common law obligations that regulate the manner in which **Greater Dandenong City Council** handles personal Information. In

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Greater Dandenong Policy

particular, requirements under the *Freedom of Information Act 1982* and the *Local Government Act 1989* will apply.

All requests to access documents held by the **Greater Dandenong City Council**, **(regardless of their nature)** need to be made in accordance with the *Freedom of Information Act 1982*. **FOI processes apply to staff for any information which is not readily accessible or routinely shared with them during the normal course of their employment.**

3. References

The primary legislative obligations applying to Council's treatment of personal, sensitive and health information are contained in the Victorian Government's *Privacy and Data Protection Act 2014* and the *Health Records Act 2001*. All relevant legislation, guidelines and sources are listed below:

Victorian
Legislation,
Principles and
other reference
sources (as
amended or
replaced from time
to time)

- *Privacy and Data Protection Act 2014*
- *Health Records Act 2001*
- *Health Services Act 2001*
- *Occupational Health & Safety Act 2004* and related regulations
- *Workplace Injury Rehabilitation and Compensation Act 2013* and related regulations
- *Freedom of Information Act 1982*
- *Local Government Act 1989*
- *Public Records Act 1973*
- Privacy Victoria Website
- Privacy Victoria publications, guidelines and rulings
- Department of Human Services Website
- Office of the Commissioner for Privacy and Data Protection
- Office of the Health Services Commissioner
- *Criminal Act 1958*

4. Definitions

Personal information

Means information or an opinion about an individual whose identity is apparent, or can be reasonably ascertained, from the information or opinion.

Health information

Means information or an opinion about an individual's:

- physical, mental or psychological health (at any time);
- a disability (at any time);
- expressed wishes about the future provision of health services to him or her;
- a health service provided, or to be provided, that is also personal information;
- other personal information collected to provide, or in providing, a health service;

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Greater Dandenong Policy

Sensitive information

- other personal information collected in connection with the donation, or intended donation, by the individual of his or her body parts, organs or body substances;
- other personal information that is genetic information about an individual in a form which is, or could be, predictive of the health (at any time) of the individual or of any of his or her descendants.

Means information or an opinion about an individual's:

- race or ethnic origin;
- political opinions;
- membership of a political association;
- philosophical beliefs;
- membership of a professional or trade association;
- membership of a trade union;
- sexual preferences or practices;
- criminal record

5. Council Policy

Objectives

Council has implemented practical measures and takes all reasonable steps to ensure full compliance with its obligations under the *Privacy and Data Protection Act 2014* and the *Health Records Act 2001* and the Privacy Principles contained in both Acts.

**Context/
Rationale**

The primary legislative obligations applying to Council's treatment of personal, sensitive and health information are contained in the Victorian Government's *Privacy and Data Protection Act 2014* and the Victorian *Health Records Act 2001*.

The legislation prescribes Information and Health Privacy Principles which are a legally binding set of principles that set the basic standard for which Council must comply with to promote and ensure the fair and responsible collection, storage, usage, disclosure and destruction of personal, sensitive and health information. The following is a list of the Information and Health Privacy Principles:

Principle 1 - Collection

Principle 2 - Use and disclosure

Principle 3 - Data Quality

Principle 4 - Data Security & Data Retention

Principle 5 - Openness

Principle 6 - Access and correction

Principle 7 - Identifiers & Unique identifiers

Principle 8 - Anonymity

Principle 9 - Trans-border data flows

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Greater Dandenong Policy

Principle 10 - Sensitive Information

The *Health Records Act 2001* Principles vary slightly as follows, including an additional Principle:

Principle 10 – Transfer of closure of the practice of a health service provider

Principle 11 – Making information available to another health service provider

See the table in Appendix 1 for details of the full *Health and Information Privacy Principles*, extracted from the *Privacy and Data Protection Act 2014* and *Health Records Act 2001*.

Health Records Act – www.health.vic.gov.au/hsc

Privacy and Data Protection Act – www.privacy.vic.gov.au

How is Personal and Health Information collected and stored?

Where it is reasonable and practical to do so, Council will collect personal and health information directly from an individual or their authorised representative. This may be in person, in writing, by telephone, or by electronic means such as Council's website.

Council will hold the information it collects on electronic systems, and where necessary, in paper format. Council has an electronic document and records management system that is compliant with current government archival standards and legislation.

All personal and health information stored by Council is protected against unauthorised access, alteration, disclosure or destruction. It is mandatory for all personnel authorised with access to **Greater Dandenong City Council** systems to ensure the information is kept **secure** and confidential in accordance with Council policies and procedures.

All personal and health information stored electronically is password protected and all personal and health information stored in paper form is in a locked facility with authorised access only.

Why is Personal and Health Information collected?

Council will only collect personal or health information that is necessary at the time of collection for specific and legitimate functions and activities of Council. Situations in which personal information may be collected include, but **are** not limited to:

- the processing of registration/membership application forms and any subsequent amendments to those details;
- when dealing with requests or applications for products or services;
- when required by law;

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Greater Dandenong Policy

- when dealing with individuals who contact us regarding our activities or services;
- when required to ensure compliance with health and safety obligations; or
- when reasonably necessary to ensure compliance with Council policies and procedures.

When will
Personal and
Health
Information be
destroyed?

Personal and health Information stored in paper files that is no longer required is destroyed in accordance with the Public Records Office of Victoria (PROV) - Records Disposal Authority.

Personal and health information stored electronically that is no longer required is deleted in a secure manner in accordance with Council policies and procedures. Audit trails are created where personal information is accessed, including amended or deleted records using Council's electronic systems.

How can I access
my Personal or
Health
Information?

Requests to access your personal or health information should be made in writing to Council's **Information Privacy Officer**. Contact information for Council's **Information Privacy Officer** is available on Council's website www.greaterdandenong.com. All access to personal and health information is made in accordance with IPP6 and HPP6 (*Access and Correction*).

Written requests for information will be responded to in writing within 10 business days from the date on which it is received by Council.

If the information provided by Council is considered by the individual to be inaccurate, out-of-date or incomplete, irrelevant or misleading for the purpose for which it is held, then a request can be made to amend the record in accordance with IPP6 and HPP6 (*Access and Correction*).

How is Personal
and Health
Information
disclosed?

Personal and health Information held by Council is not disclosed to other agencies or organisations without the consent of the individual or their authorised representative unless required to comply with health and safety obligations or Council policies and procedures or where otherwise required or authorised by law. Where this occurs, it will be disclosed in a manner consistent with the Privacy Principles.

Requests for information under the *Freedom of Information Act 1982* override the provisions of the *Privacy & Data Protection Act 2014* to the extent of the legislation.

When is Personal
and Health
Information
disclosed to third

Council may have a legal obligation to disclose the personal and/or health information of individuals under the *Privacy and Data Protection Act 2014*, the *Health Records Act 2001* and other Victorian legislation including, but not limited to, the *Victorian Data Sharing Act 2017*, the *Child Wellbeing*

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)



Greater Dandenong Policy

parties?

and Safety Act 2005 and the Family Violence Protection Act 2008.

Where personal, sensitive and health information has been collected and needs to be passed onto others who are engaged to provide services on behalf of Council, information is only disclosed:

- with the consent of the individual or their authorised representative; or
- where the individual would reasonably expect, or has been told that, information of that kind is usually passed to those individuals, bodies or agencies.

Where personal, sensitive and/or health information has been collected and needs to be passed onto others who are engaged in law enforcement, protective or other services, information is only disclosed:

- if the request for disclosure is in writing;
- details of the information request are provided; and
- the disclosure of the information is authorised by law.

Council must maintain a written record of all disclosures made to other agencies. An audit trail (notification) will be created on the specific database advising that personal information has been accessed and shared. This notification will be undertaken in the format specified by the guiding legislation.

All third party recipients of personal or health information are required to treat the information in accordance with the Information and Health Privacy Principles outlined in the *Privacy & Data Protection Act 2014*.

Can I remain anonymous?

If a public request is received all individuals will be given the option of not identifying themselves when contacting Council where feasible and lawful.

In circumstances where anonymity would impede the ability of the Council to properly provide a service, Council will ensure that individuals are aware of any limitations to services if the information is not provided.

What happens when I access Council's website or use online transactions?

When entering payment information, the transaction occurs directly between an individual's bank and Council's payment gateway providers, Securepay and Australia Post. Council cannot access credit card details.

In instances where an individual is required to give personal information in any area of Council's websites, that information is retained only for as long as necessary to fulfill the purposes for which it was collected, or as required by law. Individuals who choose not to provide personal information are still able to access most areas of Council's websites.

Council tracks visits to its website and uses the data to analyse for trends and statistics. This process does not collect any personal data or location details in regard to the individual or from where the source information

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)



Greater Dandenong Policy

originated.

Note: Council also has an internal Information Security Policy

What is the role of the **Information Privacy Officer**?

The **Information Privacy** Officer (or nominated delegate) handles enquires, complaints or adjustments regarding personal or health information. See below for contact details of the **Information Privacy Officer/Health Records Officer**.

Written complaints or requests for information will be responded to in writing within 10 business days from the date on which it is received by Council unless the request is covered by the *Freedom of Information Act* 1982.

Is there a complaints/dispute resolution process?

If Council is alerted to any alleged breach of any of its electronic data base systems which store personal or health information of individuals, it will conduct a thorough and diligent investigation in accordance with its current **Information Breach Protocol**. This will involve notifying any person that may have been affected by the alleged breach.

If an individual feels aggrieved by Council's handling of personal information, in the first instance, they should lodge any concerns or complaints in writing to Council's Information Privacy Officer.

The **Information Privacy** Officer
City of Greater Dandenong
PO Box 200
DANDENONG Vic 3175
Tel: 8571 5100

The complainant will be provided with a written response within 10 business days from the date on which it is received by Council.

If the complainant is not satisfied with the response provided by Council they may contact either the Victorian Information Commissioner or the Health Complaints Commission for resolution.

Victorian Information Commissioner
PO Box 24274, Melbourne Victoria 3001
Tel: 1300 006 842
Email: enquiries@ovic.vic.gov.au
Website: www.ovic.vic.gov.au

Health Complaints Commissioner
Level 26, 570 Bourke Street, Melbourne Victoria 3000
Tel: 1300 582 113
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2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)



Greater Dandenong Policy

6. Related Documents

Related Council documents (as varied from time to time)

- Information Security Policy
- Working with Children Check Guidelines
- Police Check Policy
- Recruitment Policy
- Reasonable Adjustment Guidelines
- [Greater Dandenong City Council Information Breach Protocol](#)
- [Greater Dandenong City Council Protective Data Security Plans \(Committees of Management\)](#)

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

Information Privacy Principles
<p>IPP 1 Collection</p> <p>1.1 An organisation must not collect personal information unless the information is necessary for one or more of its functions or activities.</p> <p>1.2 An organisation must collect personal information only by lawful and fair means and not in an unreasonably intrusive way.</p> <p>1.3 At or before the time (or, if that is not practicable, as soon as practicable after) an organisation collects personal information about an individual from the individual, the organisation must take reasonable steps to ensure that the individual is aware of –</p> <ul style="list-style-type: none"> (a) the identity of the organisation and how to contact it; and (b) the fact that he or she is able to gain access to the information; and (c) the purposes for which the information is collected; and (d) to whom (or the types of individuals or organisations to which) the organisation usually discloses information of that kind; and (e) any law that requires the particular information to be collected; and (f) the main consequences (if any) for the individual if all or part of the information is not provided. <p>1.4 If it is reasonable and practicable to do so, an organisation must collect personal information about an individual only from that individual.</p> <p>1.5 If an organisation collects personal information about an individual from someone else, it must take reasonable steps to ensure that the individual is or has been made aware of the matters listed in IPP 1.3 except to the extent that making the individual aware of the matters would pose a serious threat to the life or health of any individual.</p> <p>IPP 2 Use and Disclosure</p> <p>2.1 An organisation must not use or disclose personal information about an individual for a purpose (the secondary purpose) other than the primary purpose of collection unless –</p> <ul style="list-style-type: none"> (a) both of the following apply – <ul style="list-style-type: none"> (i) the secondary purpose is related to the primary purpose of collection and, if the personal information is sensitive information, directly related to the primary purpose of collection; (ii) the individual would reasonably expect the organisation to use or disclose the information for the secondary purpose; or (b) the individual has consented to the use or disclosure; or (c) if the use or disclosure is necessary for research, or the compilation or analysis of statistics, in the public interest, other than for publication in a form that identifies any particular individual – <ul style="list-style-type: none"> (i) it is impracticable for the organisation to seek the individual's consent before the use or disclosure; and (ii) in the case of disclosure – the organisation reasonably believes that the recipient of the information will not disclose the information; or (d) the organisation reasonably believes that the use or disclosure is necessary to lessen or prevent – <ul style="list-style-type: none"> (i) a serious threat to an individual's life, health, safety or welfare; or (ii) a serious threat to public health, public safety, or public welfare; or (e) the organisation has reason to suspect that unlawful activity has been, is being or may be engaged in, and uses or discloses the personal information as a necessary part of its investigation of the matter or in reporting its concerns to relevant persons or authorities; or (f) the use or disclosure is required or authorised by or under law; or (g) the organisation reasonably believes that the use or disclosure is reasonably necessary for one or more of the following by or on behalf of a law enforcement agency – <ul style="list-style-type: none"> (i) the prevention, detection, investigation, prosecution or punishment of criminal offences or breaches of a law imposing a penalty or sanction; (ii) the enforcement of laws relating to the confiscation of the proceeds of crime; (iii) the protection of the public revenue; (iv) the prevention, detection, investigation or remedying of seriously improper conduct; (v) the preparation for, or conduct of, proceedings before any court or tribunal, or implementation of the orders of a court or tribunal; or (h) the Australian Security Intelligence Organization (ASIO) or the Australian Secret Intelligence Service (ASIS), in connection with its functions, has requested the organisation to disclose the personal information and – <ul style="list-style-type: none"> (i) the disclosure is made to an officer or employee of ASIO or ASIS (as the case requires) authorised in writing by the Director-General of ASIO or ASIS (as the case requires) to receive the disclosure; and

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

<p>(ii) an officer or employee of ASIO or ASIS (as the case requires) authorised in writing by the Director-General of ASIO or ASIS (as the case requires) for the purposes of this paragraph has certified that the disclosure would be connected with the performance by ASIO or ASIS (as the case requires) of its functions.</p> <p>2.2 If an organisation uses or discloses personal information under paragraph 2.1(g), it must make a written note of the use or disclosure</p>
<p>IPP 3 Data Quality</p> <p>3.1 An organisation must take reasonable steps to make sure that the personal information it collects, uses or discloses is accurate, complete and up to date.</p>
<p>IPP 4 Data Security</p> <p>4.1 An organisation must take reasonable steps to protect the personal information it holds from misuse and loss and from unauthorised access, modification or disclosure.</p> <p>4.2 An organisation must take reasonable steps to destroy or permanently de-identify personal information if it is no longer needed for any purpose.</p>
<p>IPP 5 Openness</p> <p>5.1 An organisation must set out in a document clearly expressed policies on its management of personal information. The organisation must make the document available to anyone who asks for it.</p> <p>5.2 On request by a person, an organisation must take reasonable steps to let the person know, generally, what sort of personal information it holds, for what purposes, and how it collects, holds, uses and discloses that information.</p>
<p>IPP 6 Access and Correction</p> <p>6.1 If an organisation holds personal information about an individual, it must provide the individual with access to the information on request by the individual, except to the extent that –</p> <ul style="list-style-type: none"> (a) providing access would pose a serious threat to the life or health of any individual; or (b) providing access would have an unreasonable impact on the privacy of other individuals; or (c) the request for access is frivolous or vexatious; or (d) the information relates to existing legal proceedings between the organisation and the individual, and the information would not be accessible by the process of discovery or subpoena in those proceedings; or (e) providing access would reveal the intentions of the organisation in relation to negotiations with the individual in such a way as to prejudice those negotiations; or (f) providing access would be unlawful; or (g) denying access is required or authorised by or under law; or (h) providing access would be likely to prejudice an investigation of possible unlawful activity; or (i) providing access would be likely to prejudice – <ul style="list-style-type: none"> (i) the prevention, detection, investigation, prosecution or punishment of criminal offences or breaches of a law imposing a penalty or sanction; or (ii) the enforcement of laws relating to the confiscation of the proceeds of crime; or (iii) the protection of public revenue; or (iv) the prevention, detection, investigation or remedying of seriously improper conduct; or (v) the preparation for, or conduct of, proceedings before any court or tribunal, or implementation of its orders – <p>by or on behalf of a law enforcement agency; or</p> <p>(j) ASIO, ASIS or a law enforcement agency performing a lawful security function asks the organisation not to provide access to the information on the basis that providing access would be likely to cause damage to the security of Australia.</p> <p>6.2 However, where providing access would reveal evaluative information generated within the organisation in connection with a commercially sensitive decision-making process, the organisation may give the individual an explanation for the commercially sensitive decision rather than direct access to the information.</p> <p>6.3 If the organisation is not required to provide the individual with access to the information because of one or more of paragraphs 6.1(a) to (j) (inclusive), the organisation must, if reasonable, consider whether the use of mutually agreed intermediaries would allow sufficient access to meet the needs of both parties.</p>

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

<p>6.4 If an organisation charges for providing access to personal information, the organisation –</p> <ul style="list-style-type: none"> (a) must advise an individual who requests access to personal information that the organisation will provide access on the payment of the prescribed fee; and (b) may refuse access to the personal information until the fee is paid. <p>6.5 If an organisation holds personal information about an individual and the individual is able to establish that the information is not accurate, complete and up to date, the organisation must take reasonable steps to correct the information so that it is accurate, complete and up to date.</p> <p>6.6 If the individual and the organisation disagree about whether the information is accurate, complete and up to date, and the individual asks the organisation to associate with the information a statement claiming that the information is not accurate, complete or up to date, the organisation must take reasonable steps to do so.</p> <p>6.7 An organisation must provide reasons for denial of access or a refusal to correct personal information.</p> <p>6.8 If an individual requests access to, or the correction of, personal information held by an organisation, the organisation must –</p> <ul style="list-style-type: none"> (a) provide access, or reasons for the denial of access; or (b) correct the personal information, or provide reasons for the refusal to correct the personal information; or (c) provide reasons for the delay in responding to the request for access to or for the correction of personal information— <p>as soon as practicable, but no later than 45 days after receiving the request.</p>
<p>IPP 7 Unique Identifiers</p> <p>7.1 An organisation must not assign unique identifiers to individuals unless the assignment of unique identifiers is necessary to enable the organisation to carry out any of its functions efficiently.</p> <p>7.2 An organisation must not adopt as its own unique identifier of an individual a unique identifier of the individual that has been assigned by another organisation unless –</p> <ul style="list-style-type: none"> (a) it is necessary to enable the organisation to carry out any of its functions efficiently; or (b) it has obtained the consent of the individual to the use of the unique identifier; or (c) it is an outsourcing organisation adopting the unique identifier created by a contracted service provider in the performance of its obligations to the organisation under a State contract. <p>7.3 An organisation must not use or disclose a unique identifier assigned to an individual by another organisation unless –</p> <ul style="list-style-type: none"> (a) the use or disclosure is necessary for the organisation to fulfil its obligations to the other organisation; or (b) one or more of paragraphs 2.1(d) to 2.1(g) applies to the use or disclosure; or (c) it has obtained the consent of the individual to the use or disclosure. <p>7.4 An organisation must not require an individual to provide a unique identifier in order to obtain a service unless the provision of the unique identifier is required or authorised by law or the provision is in connection with the purpose (or a directly related purpose) for which the unique identifier was assigned.</p>
<p>IPP 8 Anonymity</p> <p>8.1 Wherever it is lawful and practicable, individuals must have the option of not identifying themselves when entering transactions with an organisation.</p>

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

IPP 9 Trans-border Data Flows

- 9.1 An organisation may transfer personal information about an individual to someone (other than the organisation or the individual) who is outside Victoria only if –
- (a) the organisation reasonably believes that the recipient of the information is subject to a law, binding scheme or contract which effectively upholds principles for fair handling of the information that are substantially similar to the Information Privacy Principles; or
 - (b) the individual consents to the transfer; or
 - (c) the transfer is necessary for the performance of a contract between the individual and the organisation, or for the implementation of pre-contractual measures taken in response to the individual's request; or
 - (d) the transfer is necessary for the conclusion or performance of a contract concluded in the interest of the individual between the organisation and a third party; or
 - (e) all of the following apply –
 - (i) the transfer is for the benefit of the individual;
 - (ii) it is impracticable to obtain the consent of the individual to that transfer;
 - (iii) if it were practicable to obtain that consent, the individual would be likely to give it; or
 - (f) the organisation has taken reasonable steps to ensure that the information which it has transferred will not be held, used or disclosed by the recipient of the information inconsistently with the Information Privacy Principles.

IPP 10 Sensitive Information

- 10.1 An organisation must not collect sensitive information about an individual unless –
- (a) the individual has consented; or
 - (b) the collection is required under law; or
 - (c) the collection is necessary to prevent or lessen a serious threat to the life or health of any individual, where the individual whom the information concerns –
 - (i) is physically or legally incapable of giving consent to the collection; or
 - (ii) physically cannot communicate consent to the collection; or
 - (d) the collection is necessary for the establishment, exercise or defence of a legal or equitable claim.
- 10.2 Despite IPP 10.1, an organisation may collect sensitive information about an individual if –
- (a) the collection –
 - (i) is necessary for research, or the compilation or analysis of statistics, relevant to government funded targeted welfare or educational services; or
 - (ii) is of information relating to an individual's racial or ethnic origin and is collected for the purpose of providing government funded targeted welfare or educational services; and
 - (b) there is no reasonably practicable alternative to collecting the information for that purpose; and
 - (c) it is impracticable for the organisation to seek the individual's consent to the collection.

Health Privacy Principles

HPP 1--Collection

When health information may be collected

- 1.1 An organisation must not collect health information about an individual unless the information is necessary for one or more of its functions or activities and at least one of the following applies--
- (a) the individual has consented;
 - (b) the collection is required, authorised or permitted, whether expressly or impliedly, by or under law (other than a prescribed law);
 - (c) the information is necessary to provide a health service to the individual and the individual is incapable of giving consent within the meaning of section 85(3) and--
 - (i) it is not reasonably practicable to obtain the consent of an authorised representative of the individual within the meaning of section 85; or
 - (ii) the individual does not have such an authorised representative;

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

- (d) the information is disclosed to the organisation in accordance with HPP 2.2(a), (f), (i) or (l) or HPP 2.5;
- (e) if the collection is necessary for research, or the compilation or analysis of statistics, in the public interest--
 - (i) that purpose cannot be served by the collection of information that does not identify the individual or from which the individual's identity cannot reasonably be ascertained; and
 - (ii) it is impracticable for the organisation to seek the individual's consent to the collection; and
 - (iii) the information is collected in accordance with guidelines issued or approved by the Health Services Commissioner under section 22 for the purposes of this subparagraph;
- (f) the collection is necessary to prevent or lessen--
 - (i) a serious threat to the life, health, safety or welfare of any individual; or
 - (ii) a serious threat to public health, public safety or public welfare--
 and the information is collected in accordance with guidelines, if any, issued or approved by the Health Services Commissioner under section 22 for the purposes of this paragraph;
- (g) the collection is by or on behalf of a law enforcement agency and the organisation reasonably believes that the collection is necessary for a law enforcement function;
- (h) the collection is necessary for the establishment, exercise or defence of a legal or equitable claim;
- (i) the collection is in the prescribed circumstances.

How health information is to be collected

- 1.2 An organisation must collect health information only by lawful and fair means and not in an unreasonably intrusive way.
- 1.3 If it is reasonable and practicable to do so, an organisation must collect health information about an individual only from that individual.
- 1.4 At or before the time (or, if that is not practicable, as soon as practicable thereafter) an organisation collects health information about an individual from the individual, the organisation must take steps that are reasonable in the circumstances to ensure that the individual is generally aware of--
 - (a) the identity of the organisation and how to contact it; and
 - (b) the fact that he or she is able to gain access to the information; and
 - (c) the purposes for which the information is collected; and
 - (d) to whom (or the types of individuals or organisations to which) the organisation usually discloses information of that kind; and
 - (e) any law that requires the particular information to be collected; and
 - (f) the main consequences (if any) for the individual if all or part of the information is not provided.
- 1.5 If an organisation collects health information about an individual from someone else, it must take any steps that are reasonable in the circumstances to ensure that the individual is or has been made aware of the matters listed in HPP 1.4 except to the extent that making the individual aware of the matters would pose a serious threat to the life or health of any individual or would involve the disclosure of information given in confidence.
- 1.6 An organisation is not required to notify the individual of the identity of persons, or classes of persons, to whom health information may be disclosed in accordance with HPP 2.2(f).

Information given in confidence

- 1.7 If personal information is given in confidence to a health service provider about an individual by a person other than--
 - (a) the individual; or
 - (b) a health service provider in the course of, or otherwise in relation to, the provision of health services to the individual--
 with a request that the information not be communicated to the individual to whom it relates, the provider must--
 - (c) confirm with the person that the information is to remain confidential; and
 - (d) if the information remains confidential--
 - (i) record the information only if it is relevant to the provision of health services to, or the care of, the individual; and
 - (ii) take reasonable steps to ensure that the information is accurate and not misleading; and
 - (e) take reasonable steps to record that the information is given in confidence and is to remain confidential.

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

HPP 2--Use and Disclosure

- 2.1 An organisation may use or disclose health information about an individual for the primary purpose for which the information was collected in accordance with HPP 1.1.
- 2.2 An organisation must not use or disclose health information about an individual for a purpose (the **"secondary purpose"**) other than the primary purpose for which the information was collected unless at least one of the following paragraphs applies:
- (a) both of the following apply--
 - (i) the secondary purpose is directly related to the primary purpose; and
 - (ii) the individual would reasonably expect the organisation to use or disclose the information for the secondary purpose; or
 - (b) the individual has consented to the use or disclosure; or
 - (c) the use or disclosure is required, authorised or permitted, whether expressly or impliedly, by or under law (other than a prescribed law); or
 - (d) all of the following apply--
 - (i) the organisation is a health service provider providing a health service to the individual; and
 - (ii) the use or disclosure for the secondary purpose is reasonably necessary for the provision of the health service; and
 - (iii) the individual is incapable of giving consent within the meaning of section 85(3) and--
 - (A) it is not reasonably practicable to obtain the consent of an authorised representative of the individual within the meaning of section 85; or
 - (B) the individual does not have such an authorised representative; or
 - (e) all of the following apply--
 - (i) the organisation is a health service provider providing a health service to the individual; and
 - (ii) the use is for the purpose of the provision of further health services to the individual by the organisation; and
 - (iii) the organisation reasonably believes that the use is necessary to ensure that the further health services are provided safely and effectively; and
 - (iv) the information is used in accordance with guidelines, if any, issued or approved by the Health Services Commissioner under section 22 for the purposes of this paragraph; or
 - (f) the use or disclosure is for the purpose of--
 - (i) funding, management, planning, monitoring, improvement or evaluation of health services; or
 - (ii) training provided by a health service provider to employees or persons working with the organisation--
 and--
 - (iii) that purpose cannot be served by the use or disclosure of information that does not identify the individual or from which the individual's identity cannot reasonably be ascertained and it is impracticable for the organisation to seek the individual's consent to the use or disclosure; or
 - (iv) reasonable steps are taken to de-identify the information--
 and--
 - (v) if the information is in a form that could reasonably be expected to identify individuals, the information is not published in a generally available publication; and
 - (vi) the information is used or disclosed in accordance with guidelines, if any, issued or approved by the Health Services Commissioner under section 22 for the purposes of this sub-paragraph; or
 - (g) if the use or disclosure is necessary for research, or the compilation or analysis of statistics, in the public interest--
 - (i) it is impracticable for the organisation to seek the individual's consent before the use or disclosure; and
 - (ii) that purpose cannot be served by the use or disclosure of information that does not identify the individual or from which the individual's identity cannot reasonably be ascertained; and
 - (iii) the use or disclosure is in accordance with guidelines issued or approved by the Health Services Commissioner under section 22 for the purposes of this subparagraph; and
 - (iv) in the case of disclosure--
 - (A) the organisation reasonably believes that the recipient of the health information will not disclose the health information; and
 - (B) the disclosure will not be published in a form that identifies particular individuals or from which an individual's identity can reasonably be ascertained; or
 - (h) the organisation reasonably believes that the use or disclosure is necessary to lessen or prevent--
 - (i) a serious threat to an individual's life, health, safety or welfare; or
 - (ii) a serious threat to public health, public safety or public welfare--

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

and the information is used or disclosed in accordance with guidelines, if any, issued or approved by the Health Services Commissioner under section 22 for the purposes of this paragraph; or

- (i) the organisation has reason to suspect that unlawful activity has been, is being or may be engaged in, and uses or discloses the health information as a necessary part of its investigation of the matter or in reporting its concerns to relevant persons or authorities and, if the organisation is a registered health service provider, the use or disclosure would not be a breach of confidence; or
- (j) the organisation reasonably believes that the use or disclosure is reasonably necessary for a law enforcement function by or on behalf of a law enforcement agency and, if the organisation is a registered health service provider, the use or disclosure would not be a breach of confidence; or
- (k) the use or disclosure is necessary for the establishment, exercise or defence of a legal or equitable claim; or
- (l) the use or disclosure is in the prescribed circumstances.

Note: Nothing in HPP 2 requires an organisation to disclose health information about an individual. An organisation is always entitled not to disclose health information in the absence of a legal obligation to disclose it.

2.3 If an organisation discloses health information under paragraph (i) or (j) of HPP 2.2, it must make a written note of the disclosure.

2.4 Despite HPP 2.2, a health service provider may disclose health information about an individual to an immediate family member of the individual if—

- (a) either--
 - (i) the disclosure is necessary to provide appropriate health services to or care of the individual; or
 - (ii) the disclosure is made for compassionate reasons; and
- (b) the disclosure is limited to the extent reasonable and necessary for the purposes mentioned in paragraph (a); and
- (c) the individual is incapable of giving consent to the disclosure within the meaning of section 85(3); and
- (d) the disclosure is not contrary to any wish--
 - (i) expressed by the individual before the individual became incapable of giving consent and not changed or withdrawn by the individual before then; and
 - (ii) of which the organisation is aware or could be made aware by taking reasonable steps; and
- (e) in the case of an immediate family member who is under the age of 18 years, considering the circumstances of the disclosure, the immediate family member has sufficient maturity to receive the information.

2.5 Despite HPP 2.2, an organisation may use or disclose health information about an individual where—

- (a) it is known or suspected that the individual is dead; or
- (b) it is known or suspected that the individual is missing; or
- (c) the individual has been involved in an accident or other misadventure and is incapable of consenting to the use or disclosure--
 - (i) to identify the individual; or
 - (ii) to ascertain the identity and location of an immediate family member or other relative of the individual for the purpose of--
 - (i) enabling a member of the police force, a coroner or other prescribed organisation to contact the immediate family member or other relative for compassionate reasons;
 - or
 - (ii) to assist in the identification of the individual--
- and, in the circumstances referred to in paragraph (b) or (c)--
- (f) the use or disclosure is not contrary to any wish--
 - (i) expressed by the individual before he or she went missing or became incapable of consenting and not withdrawn by the individual; and
 - (ii) of which the organisation is aware or could have become aware by taking reasonable steps; and
- (g) the information is used or disclosed in accordance with guidelines, if any, issued or approved by the Health Services Commissioner under section 22 for the purposes of this paragraph.

HPP 3--Data Quality

3.1 An organisation must take steps that are reasonable in the circumstances to make sure that, having regard to the purpose for which the information is to be used, the health information it collects, uses, holds or discloses is accurate, complete, up to date and relevant to its functions or activities.

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

HPP 4--Data Security and Retention

- 4.1 An organisation must take reasonable steps to protect the health information it holds from misuse and loss and from unauthorised access, modification or disclosure.
- 4.2 A health service provider must not delete health information relating to an individual, even if it is later found or claimed to be inaccurate, unless--
- (a) the deletion is permitted, authorised or required by the regulations or any other law; or
 - (b) the deletion is not contrary to the regulations or any other law and occurs--
 - (i) in the case of health information collected while the individual was a child, after the individual attains the age of 25 years; or
 - (ii) in any case, more than 7 years after the last occasion on which a health service was provided to the individual by the provider--
 whichever is the later.
- 4.3 A health service provider who deletes health information in accordance with HPP 4.2 must make a written note of the name of the individual to whom the health information related, the period covered by it and the date on which it was deleted.
- 4.4 A health service provider who transfers health information to another individual or organisation and does not continue to hold a record of that information must make a written note of the name and address of the individual or organisation to whom it was transferred.
- 4.5 An organisation other than a health service provider must take reasonable steps to destroy or permanently de-identify health information if it is no longer needed for the purpose for which it was collected or any other purpose authorised by this Act, the regulations made under this Act or any other law.

HPP 5 Openness

- 5.1 An organisation must set out in a document--
- (a) clearly expressed policies on its management of health information; and
 - (b) the steps that an individual must take in order to obtain access to their health information.
- The organisation must make the document available to anyone who asks for it.
- 5.2 On request by an individual, an organisation must take reasonable steps--
- (a) to let the individual know--
 - (i) whether the organisation holds health information relating to the individual; and
 - (ii) the steps that the individual should take if the individual wishes to obtain access to the information; and
 - (b) if the organisation holds health information relating to the individual, to let the individual know in general terms--
 - (i) the nature of the information; and
 - (ii) the purposes for which the information is used; and
 - (iii) how the organisation collects, holds, uses and discloses the information.

HPP 6 Access and Correction

Access

- 6.1 If an organisation holds health information about an individual, it must provide the individual with access to the information on request by the individual in accordance with Part 5, unless--
- (a) providing access would pose a serious threat to the life or health of any person under section 26 and refusing access is in accordance with guidelines, if any, issued or approved by the Health Services Commissioner under section 22 for the purposes of this paragraph; or
 - (b) providing access would have an unreasonable impact on the privacy of other individuals and refusing access is in accordance with guidelines, if any, issued or approved by the Health Services Commissioner under section 22 for the purposes of this paragraph; or
 - (c) the information relates to existing legal proceedings between the organisation and the individual and the information would not be accessible by the process of discovery in those proceedings or is subject to legal professional privilege; or
 - (d) providing access would reveal the intentions of the organisation in relation to negotiations, other than about the provision of a health service, with the individual in such a way as to expose the organisation unreasonably to disadvantage; or
 - (e) the information is subject to confidentiality under section 27; or
 - (f) providing access would be unlawful; or
 - (g) denying access is required or authorised by or under law; or

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

- (h) providing access would be likely to prejudice an investigation of possible unlawful activity; or
- (i) providing access would be likely to prejudice a law enforcement function by or on behalf of a law enforcement agency; or
- (j) a law enforcement agency performing a lawful security function asks the organisation not to provide access to the information on the basis that providing access would be likely to cause damage to the security of Australia; or
- (k) the request for access is of a kind that has been made unsuccessfully on at least one previous occasion and there are no reasonable grounds for making the request again; or
- (l) the individual has been provided with access to the health information in accordance with Part 5 and is making an unreasonable, repeated request for access to the same information in the same way.

6.2 However, where providing access would reveal evaluative information generated within the organisation in connection with a commercially sensitive decision-making process, the organisation may give the individual an explanation for the commercially sensitive decision rather than access to the information.

Note: An organisation breaches HPP 6.1 if it relies on HPP 6.2 to give an individual an explanation for a commercially sensitive decision in circumstances where HPP 6.2 does not apply.

6.3 If access is refused on the ground that it would pose a serious threat to the life or health of the individual, the procedure in Division 3 of Part 5 applies.

6.4 Without limiting sections 26 and 27, nothing in this Principle compels an organisation to refuse to provide an individual with access to his or her health information.

Correction

6.5 If an organisation holds health information about an individual and the individual is able to establish that the information is inaccurate, incomplete, misleading or not up to date, the organisation must take reasonable steps to correct the information so that it is accurate, complete and up to date but must not delete the information otherwise than in accordance with HPP 4.2.

6.6 If--

- (a) the organisation is not willing to correct the health information in accordance with a request by the individual; and
- (b) no decision or recommendation to the effect that the information should be corrected wholly or partly in accordance with the request, is pending or has been made under this Act or any other law; and
- (c) the individual gives to the organisation a written statement concerning the requested correction--

the organisation must take reasonable steps to associate the statement with the information.

6.7 If the organisation accepts the need to correct the health information but--

- (a) the organisation considers it likely that leaving incorrect information, even if corrected, could cause harm to the individual or result in inappropriate health services or care being provided; or
- (b) the form in which the health information is held makes correction impossible; or
- (c) the corrections required are sufficiently complex or numerous for a real possibility of confusion or error to arise in relation to interpreting or reading the record if it were to be so corrected--

the organisation must place the incorrect information on a record which is not generally available to anyone involved in providing health services to the individual, and to which access is restricted, and take reasonable steps to ensure that only the corrected information is generally available to anyone who may provide health services to the individual.

6.8 If an organisation corrects health information about an individual, it must--

- (a) if practicable, record with the correction the name of the person who made the correction and the date on which the correction is made; and
- (b) take reasonable steps to notify any health service providers to whom the organisation disclosed the health information before its correction and who may reasonably be expected to rely on that information in the future.

6.9 If an individual requests an organisation to correct health information about the individual, the organisation must take reasonable steps to notify the individual of a decision on the request as soon as practicable but in any case not later than 30 days after the request is received by the organisation.

Written reasons

6.10 An organisation must provide written reasons for refusal of access or a refusal to correct health information.

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

HPP 7 Identifiers

- 7.1 An organisation may only assign identifiers to individuals if the assignment of identifiers is reasonably necessary to enable the organisation to carry out any of its functions efficiently.
- 7.2 Subject to HPP 7.4, a private sector organisation may only adopt as its own identifier of an individual an identifier of an individual that has been assigned by a public sector organisation (or by an agent of, or contractor to, a public sector organisation acting in its capacity as agent or contractor) if--
- (a) the individual has consented to the adoption of the same identifier; or
 - (b) the use or disclosure of the identifier is required or authorised by or under law.
- 7.3 Subject to HPP 7.4, a private sector organisation may only use or disclose an identifier assigned to an individual by a public sector organisation (or by an agent of, or contractor to, a public sector organisation acting in its capacity as agent or contractor) if--
- (a) the use or disclosure is required for the purpose for which it was assigned or for a secondary purpose referred to in one or more of paragraphs (c) to (l) of HPP 2.2; or
 - (b) the individual has consented to the use or disclosure; or
 - (c) the disclosure is to the public sector organisation which assigned the identifier to enable the public sector organisation to identify the individual for its own purposes.
- 7.4 If the use or disclosure of an identifier assigned to an individual by a public sector organisation is necessary for a private sector organisation to fulfil its obligations to, or requirements of, the public sector organisation, a private sector organisation may either--
- (a) adopt as its own identifier of an individual an identifier of the individual that has been assigned by the public sector organisation; or
 - (b) use or disclose an identifier of the individual that has been assigned by the public sector organisation.

HPP 8 Anonymity

- 8.1 Wherever it is lawful and practicable, individuals must have the option of not identifying themselves when entering transactions with an organisation.

HPP 9 Transborder Data Flows

- 9.1 An organisation may transfer health information about an individual to someone (other than the organisation or the individual) who is outside Victoria only if--
- (a) the organisation reasonably believes that the recipient of the information is subject to a law, binding scheme or contract which effectively upholds principles for fair handling of the information that are substantially similar to the Health Privacy Principles; or
 - (b) the individual consents to the transfer; or
 - (c) the transfer is necessary for the performance of a contract between the individual and the organisation, or for the implementation of pre-contractual measures taken in response to the individual's request; or
 - (d) the transfer is necessary for the conclusion or performance of a contract concluded in the interest of the individual between the organisation and a third party; or
 - (e) all of the following apply--
 - (i) the transfer is for the benefit of the individual;
 - (ii) it is impracticable to obtain the consent of the individual to that transfer;
 - (iii) if it were practicable to obtain that consent, the individual would be likely to give it; or
 - (f) the organisation has taken reasonable steps to ensure that the information which it has transferred will not be held, used or disclosed by the recipient of the information inconsistently with the Health Privacy Principles; or
 - (g) the transfer is authorised or required by any other law.

HPP 10 Transfer or closure of the practice of a health service provider

- 10.1 This Principle applies if the practice or business of a health service provider ("**the provider**") is to be--
- (a) sold or otherwise transferred and the provider will not be providing health services in the new practice or business; or
 - (b) closed down.
- 10.2 The provider or, if the provider is deceased, the legal representatives of the provider, must--
- (a) publish a notice in a newspaper circulating in the locality of the practice or business stating--
 - (i) that the practice or business has been, or is about to be, sold, transferred or closed down, as the case may be; and

2.5.3 Review of Council Policies - Privacy and Personal Information Policy (Cont.)

Appendix 1

<p>(ii) the manner in which the provider proposes to deal with the health information held by the practice or business about individuals who have received health services from the provider, including whether the provider proposes to retain the information or make it available for transfer to those individuals or their health service providers;</p> <p>and</p> <p>(b) take any other steps to notify individuals who have received a health service from the provider in accordance with guidelines issued or approved by the Health Services Commissioner under section 22 for the purposes of this paragraph.</p> <p>10.3 Not earlier than 21 days after giving notice in accordance with HPP 10.2, the person giving the notice must, in relation to health information about an individual held by, or on behalf of, the practice or business, elect to retain that information or transfer it to--</p> <p>(a) the health service provider, if any, who takes over the practice or business; or</p> <p>(b) the individual or a health service provider nominated by him or her.</p> <p>10.4 A person who elects to retain health information must continue to hold it or transfer it to a competent organisation for safe storage in Victoria, until the time, if any, when the health information is destroyed in accordance with HPP 4.</p> <p>10.5 Subject to HPP 10.2, a person must comply with the requirements of this Principle as soon as practicable.</p> <p>10.6 Despite any other provision of the Health Privacy Principles, a person who transfers health information in accordance with this Principle does not, by so doing, contravene the Health Privacy Principles.</p> <p>10.7 If--</p> <p>(a) an individual, in response to a notice published under HPP 10.2, requests that health information be transferred to him or her or to a health service provider nominated by him or her; and</p> <p>(b) the person who published the notice elects to retain the health information</p> <p>the request must be taken to be--</p> <p>(c) in the case of a request that the health information be transferred to him or her, a request for access to that health information in accordance with Part 5 or HPP 6; and</p> <p>(d) in the case of a request that the health information be transferred to a health service provider nominated by him or her, a request for the transfer of that health information in accordance with HPP 11--</p> <p>and it must be dealt with in accordance with this Act.</p> <p>10.8 This Principle operates subject to any other law, including the Public Records Act 1973.</p> <p>10.9 For the purposes of HPP 10.1(a), a business or practice of a provider is transferred if--</p> <p>(a) it is amalgamated with another organisation; and</p> <p>(b) the successor organisation which is the result of the amalgamation is a private sector organisation.</p>
<p>HPP 11 Making information available to another health service provider</p> <p>11.1 If an individual--</p> <p>(a) requests a health service provider to make health information relating to the individual held by the provider available to another health service provider; or</p> <p>(b) authorises another health service provider to request a health service provider to make health information relating to the individual held by that provider available to the requesting health service provider--</p> <p>a health service provider to whom the request is made and who holds health information about the individual must, on payment of a fee not exceeding the prescribed maximum fee and subject to the regulations, provide a copy or written summary of that health information to that other health service provider.</p> <p>11.2 A health service provider must comply with the requirements of this Principle as soon as practicable.</p> <p>11.3 Nothing in Part 5 or HPP 6 limits the operation of this Principle.</p> <p>11.4 For the purposes of HPP 10.7, this Principle applies to a legal representative of a deceased health service provider in the same way that it applies to a health service provider.</p>

2.6 OTHER

2.6.1 Community Funding Program - Round 2

File Id:	A5311843
Responsible Officer:	Director Corporate Services
Attachments:	Community Support Grants Program 2018 Round Two List of Recommended Applications Sponsorships Program 2018 Round Two List of Recommended Applications

Report Summary

This report outlines the assessment of funding applications for the following community funding programs:

- Community Support Grants Program 2018 Round Two
- Sponsorships Program Round 2018 Round Two

All applications have been reviewed by Council officers, with eligible applications considered by Council at a Councillor Briefing Session. The applications recommended for funding have been presented in this report.

Recommendation Summary

This report recommends that Council endorse the recommendations for Community Support Grants and Sponsorships as outlined in the attachments of this report.

2.6.1 Community Funding Program - Round 2 (Cont.)

Background

Applications from community have been submitted requesting funding in two community funding programs:

- Community Support Grants Program 2018 Round Two
- Sponsorships Program Round 2018 Round Two

Community Support Grants Program

Council identified seven priorities for the Community Support Grants funding for 2018:

- Activate public spaces for inclusive positive social activities and events.
- Encourage respect and reconciliation between indigenous and non-indigenous Australians.
- Events and programs that are inclusive of residents from all walks of life whatever their age, culture, background and abilities.
- Strengthen young people's sense of community belonging.
- Promote healthy lifestyles and encourage active participation, in particular, for the most disadvantaged and vulnerable to minimize social isolation.
- Increase opportunities for the community to engage with the history and cultural heritage of Greater Dandenong.
- Increase opportunities for community arts participation.

These priorities were factors which were considered during the assessment process for grants.

On Monday 25 June 2018 Council endorsed the Community Support Grants Round One, funding 58 applications to a total of \$284,474.

The Community Support Grants Program Round Two was opened online from Monday 16 July to midnight Wednesday 22 August 2018.

The round was promoted widely via electronic and printed material, newspapers, Council networks, on social media, digital media, printed stories and the City Magazine

Council officers ran six information sessions and grant writing workshops to provide potential applicants with opportunities to gain an understanding of the online grants system and updated processes. Sessions were run at Council and partner organisation locations throughout the municipality during and after office hours.

A total of 74 applications were submitted to Round Two of the Community Support Grants Program.

Of these a total of 66 applications were deemed eligible to be assessed for funding by officers. Total funding sought is \$634,931.

At the Councillor Briefing Session of Monday 19 November 2018, Councillors reviewed advice regarding funding from officers. Following this it is recommended that 28 applications be funded to a total amount of \$91,552.

2.6.1 Community Funding Program - Round 2 (Cont.)

A list of all applications recommended for funding through the Community Support Grants Program is provided in Attachment One.

Sponsorships Program

On Monday 25 June Council endorsed funding seven applications to a total of \$177,500 for Round One of the Sponsorships.

The Sponsorships Round Two was opened online from Monday 3 September to midnight Tuesday 9 October.

Four applications were received for Council's Sponsorships Program. These four applications were deemed eligible to be assessed for funding by officers. Total funding sought is \$30,067.

At the Councillor Briefing Session of Monday 19 November, Councillors reviewed funding advice from officers. Following this it is recommended that four applications be funded to a total amount of \$22,500.

A list of all applications recommended for funding through the Sponsorships Program is provided in Attachment Two.

Proposal

It is proposed that Council endorse the recommendations as shown in Attachments One and Two for funding through the following programs:

- Attachment One - Community Support Grants Program 2018 Round Two
- Attachment Two - Sponsorships Program Round 2018 Round Two.

For the Community Support Grants Program 2018 Round Two there are 28 applications recommended for funding as listed in Attachment One.

For the Sponsorships Program 2018 Round Two there are four applications recommended for funding as listed in Attachment Two.

Community Plan 'Imagine 2030' and Council Plan 2017-2021 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted to see for themselves and the City in 2030, the result was the Greater Dandenong Community Plan 'Imagine 2030'. This report is consistent with the following community visions:

Community Plan 'Imagine 2030'**People**

- *Pride* – Best place best people
- *Cultural Diversity* – Model multicultural community

2.6.1 Community Funding Program - Round 2 (Cont.)

- *Outdoor Activity and Sports* – Recreation for everyone
- *Lifecycle and Social Support* – The generations supported

Place

- *Sense of Place* – One city many neighbourhoods
- *Safety in Streets and Places* – Feeling and being safe
- *Appearance of Places* – Places and buildings
- *Travel and Transport* – Easy to get around

Opportunity

- *Education, Learning and Information* – Knowledge
- *Jobs and Business Opportunities* – Prosperous and affordable
- *Tourism and visitors* – Diverse and interesting experiences
- *Leadership by the Council* – The leading Council

Council Plan 2017-2021

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following goals:

People

- A vibrant, connected and safe community
- A creative city that respects and embraces diversity

Place

- A healthy, liveable and sustainable city

Related Council Policies

- Community Support Grants Policy
- Sponsorships Policy

Victorian Charter of Human Rights and Responsibilities

The Victorian Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to its contents.

Financial Implications

The resource requirements associated with this report are \$114,052 compared to the remaining annual budget allocation of \$79,954. This represents overspend of \$34,098 which can be met with savings from the mid-year budget review.

2.6.1 Community Funding Program - Round 2 (Cont.)

Consultation

Internal and external consultation was conducted with key Council officers to formulate officer recommendations contained in this report. Officers conducted extensive checks of applications including compliance documentation, financial records, past grants acquittal history and other matters.

All eligible applications were presented at a Councillor Briefing Session on Monday 19 November for consideration. Following this the recommended funding allocations under the Community Support Grants Program and the Sponsorships Program have been formulated and are presented for endorsement.

Conclusion

This report contains the recommendations arising from the Councillor Briefing Session for funding through the following funding programs:

- Community Support Grants Program 2018 Round Two
- Sponsorships Program Round 2018 Round Two.

These recommendations are presented to Council for endorsement.

Recommendation

That Council:

1. **endorses the recommendations as detailed in Attachment One of the report titled 'Community Support Grants Program 2018 Round Two List of Recommended Applications' for allocation of a total of \$91,552 to 28 applications for the Community Support Grants 2018 Round Two; and**
2. **endorses the recommendations as detailed in Attachment Two of the report titled 'Sponsorships Program 2018 Round Two List of Recommended Applications' for allocation of a total of \$22,500 to four applications for the Sponsorships Program 2018 Round Two.**

2.6.1 Community Funding Program - Round 2 (Cont.)

OTHER

COMMUNITY FUNDING PROGRAM – ROUND 2

ATTACHMENT 1

**COMMUNITY SUPPORT GRANTS PROGRAM
2018 ROUND TWO LIST OF RECOMMENDED
APPLICATIONS**

PAGES 3 (including cover)

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

2.6.1 Community Funding Program - Round 2 (Cont.)

Attachment One

Community Support Grants Program

2018 Round Two

Recommended Applications

Applicant Name	Project Title	Recommendation
Afghan Australian Philanthropic Association Inc	Afghan New Year 2019	\$2,500
Afghan Women's Organisation Victoria	Afghan Women's New Year Celebration 2019	\$1,000
Afri-Aus Care Inc.	Education pathways for disengaged young Africans and their families	\$9,900
Association of Hazaras in Victoria Inc	End of Ramadan Celebration	\$1,500
Bangladesh Cultural Group Inc	Inauguration of International Mother Language Day on 16 – 23 February, 2019	\$1,500
Cambodian Association of Victoria Inc	Info Sessions for Newly Arrived Cambodians	\$1,350
Cambodian Association of Victoria Inc.	Basic Computer Skills for Cambodian Victorians	\$1,500
Cambodian Association of Victoria Inc.	Dance Classes for Cambodian Youth	\$1,500
Cambodian Association of Victoria Inc.	Youth Sport and Recreational	\$1,500
Connect Health & Community	Community Transport	\$8,444
Dandenong West Primary School	2019 Dandenong West Cultural Diversity Harmony Day Community Festival	\$2,000
Fijian Community Association Victoria Incorporation (FCAV)	Fiji Day Multicultural Festival	\$2,000
Footprint Enterprises Inc.	Grounded Project - Cultural Excellence Project Featuring Mentor Program, Camp, Festival	\$10,000
Friends of Refugees Inc.	Refugee and Asylum Seekers Recognition Awards (RASRA)	\$2,000
Fusion Theatre Inc.	Larger Than Life: Inclusive Arts Engagement, Puppets in Public Spaces	\$10,000
Girl Guides Association of Victoria	Guides in Schools Program	\$3,058
Greek Community of Springvale and Districts Limited	Greek National Day Mother's Day Father's Day and Easter Celebrations	\$1,000
Hispano American School of Springvale Inc	Hispano-American School Anniversary Celebration	\$1,000
Indonesian Women's Friendship Network	Indonesian Multicultural Festival of Victoria (IMFOV)	\$1,500

2.6.1 Community Funding Program - Round 2 (Cont.)

Sathya Sai Organisation of Australia	Weekly Feeding the Homeless, Refugees and People in Need	\$3,900
SisterWorks Inc	SisterWorks - Creative Cooking Training Program	\$2,500
Southern Metropolitan Region African Australian Taskforce	South Sudanese Community Organisation Training	\$5,500
Southern Migrant and Refugee Centre Inc	Healthy LIFE! Expo	\$10,000
Springvale Mandarin Network Inc.	Chinese Cultural Events	\$1,800
Tamil Senior Citizens Fellowship Inc	World Refugee Week-Hope for the Future	\$600
Victorian Tamil Cultural Association Inc	Tamil New Year 2019 & Kalai Vila 2019	\$1,500
Vietnamese Australian Senior Association of Victoria Inc.	Improving Health and Well-Being of Vietnamese Seniors	\$1,000
Wellsprings for Women	Children's Art Workshops	\$1,500
28 applications		\$91,552

2.6.1 Community Funding Program - Round 2 (Cont.)

OTHER

COMMUNITY FUNDING PROGRAM – ROUND TWO

ATTACHMENT 2

**SPONSORSHIPS PROGRAM 2018 ROUND
TWO - RECOMMENDED APPLICATIONS**

PAGES 2 (including cover)

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

2.6.1 Community Funding Program - Round 2 (Cont.)

Attachment Two
Sponsorships Program
2018 Round Two
Recommended Applications

Applicant Name	Project Title	Recommendation
AIF Swimming Association of Australia Incorporated	Swimming	\$4,500
Chand Raat Eid Festival (CREF) Incorporated	Chand Raat Eid Festival (CREF) 2019	\$5,000
Dandenong Thunder Inc.	Dandenong Thunder Sponsorship	\$8,000
YMCA Victoria Community Programming - Dandenong Oasis	Twilight Fun Run	\$5,000
4 applications		\$22,500

2.6.2 Community Safety Plan Annual Update

File Id:	A5311998
Responsible Officer:	Director Community Services
Attachments:	Year Three Summary Progress Report

Report Summary

On 24 August 2015, Council adopted the Community Safety Plan 2015-22 for Greater Dandenong, which provides a vision for a diverse, safe, and welcoming community where all people feel included and respected.

The Community Safety Plan 2015-22 builds on the achievements of the previous Community Safety Plan 2011-14 and seeks to guide the role of Council and the Community Safety Advisory Committee in monitoring and responding to local safety priorities.

Key aims of the Community Safety Plan are to improve perceptions and levels of community safety, and reduce the risks of crime and anti-social behaviour.

This Community Safety Plan Annual Report provides a summary to Council on Year Three implemented actions and outcomes for August 2017 to July 2018.

Recommendation Summary

This report recommends that Council:

- Notes progress and achievements made in the implementation of the Community Safety Plan 2015-22, Year Three Summary Progress Report (Attachment 1).

2.6.2 Community Safety Plan Annual Update (Cont.)

Background

Key aims of the Greater Dandenong Community Safety Plan 2015-22 are to improve perceptions and levels of safety, and reduce the risk of crime and anti-social behaviour to ensure the community can live, work, visit and interact in a safe and inviting City.

The direction of the Community Safety Plan 2015-22 was informed by comprehensive community consultation, research into best practice, effective approaches to improve perceptions and levels of community safety, and analysis of local crime data.

The Community Safety Plan and its Action Plan were developed under the guidance of the Community Safety Advisory Committee (CSAC), its members being central to shaping the Plan's vision, priority areas, shared actions and reporting.

CSAC members include six Councillors, senior representatives from Victoria Police, the Department of Health and Human Services, the Department of Justice and Regulation, Neighbourhood Watch, Melbourne University, and community agencies such as the Youth Advocacy and Support Service, Wayss and Women's Health in the South East.

The Committee provides strategic advice and recommendations to Council and oversees implementation, monitoring, reporting and reviews of outcomes against the six priority areas in the Action Plan.

Progress Report

Year Three Action Plan Implementation and Reporting

The Community Safety Plan is reviewed annually to monitor its progress where activities for implementation are outlined in an Action Plan and reported to Council and the community.

Outcomes of the Action Plan are presented:

- Annually through a Community Safety Night, held by Council with Victoria Police.
- At each quarterly meeting of the Community Safety Advisory Committee.

The Community Safety Advisory Committee reviewed the Year Three Summary Progress Report on the Action Plan at its 14 November 2018 meeting, presented in Attachment 1 of this Report.

On 3 December 2018, the outcomes of the Year Three Summary Progress Report were provided at the Community Safety Night.

Year Three Progress Report Outcomes Summary

Consultation and engagement led to the identification of the following six priority areas that underpin the Community Safety Plan 2015-22:

- Supporting diversity and promoting harmony

2.6.2 Community Safety Plan Annual Update (Cont.)

- Preventing family violence
- Creating safer public places
- Safety for road users, pedestrians and commuters
- Addressing issues of alcohol and drug harms
- Emerging technology and safety.

At the completion of Year Three implementation, 24 actions in the Community Safety Plan are successfully completed (33%). The remaining 46 actions are ongoing.

Highlights of the Community Safety Plan 2015-22 Year Three outcomes include:

- Council endorsed its Greater Dandenong People Seeking Asylum and Refugees Action Plan 2018-2021, coupled with ongoing leadership in advocacy on Status Resolution Support Services and development of a Material Aid prototype model.
- Council's annual 'Walk Against Family Violence' and associated events were held at the Dandenong Market and Harmony Square on White Ribbon Day in November 2017. 800 people attended, gathering significant publicity about issues of family violence and gender equity.
- Council successfully advocated to the State's Level Crossing Removal Authority for infrastructure to meet the local community's needs. This resulted in better integrated design along the railway corridor that includes new open-air gym equipment, playgrounds, BBQs, seating, paths, lighting, landscaping, wayfinding signage, bicycle facilities, lawns and dog off-leash parks.
- Council received a second National Motor Vehicle Theft Reduction Council grant, for 'Operation Bounce Back' and developed promotional materials and a video on anti-car theft strategies. These were distributed at three railway station events to over 2,000 people in partnership with Victoria Police, Metro Trains and Neighbourhood Watch.
- Council adopted an updated Alcohol Management Policy and Guidelines and supported Victoria Police to re-establish the Greater Dandenong Liquor Accord, with over 20 local licensees signing the Accord to enhance responsible service of alcohol.
- Council focused strongly on improving perceptions of Greater Dandenong through a variety of media platforms to engage more closely with the community. A Digital Strategy to promote positive messages about the City and build community pride resulted in a 10% increase in community engagement since 2016.

Community Plan 'Imagine 2030' and Council Plan 2017-2021 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted to see for themselves and the City in 2030, the result was the Greater Dandenong Community Plan 'Imagine 2030'. This report is consistent with the following community visions:

2.6.2 Community Safety Plan Annual Update (Cont.)

Community Plan 'Imagine 2030'

People

- *Pride* – Best place best people
- *Cultural Diversity* – Model multicultural community
- *Outdoor Activity and Sports* – Recreation for everyone
- *Lifecycle and Social Support* – The generations supported

Place

- *Sense of Place* – One city many neighbourhoods
- *Safety in Streets and Places* – Feeling and being safe
- *Appearance of Places* – Places and buildings
- *Travel and Transport* – Easy to get around

Opportunity

- *Education, Learning and Information* – Knowledge
- *Jobs and Business Opportunities* – Prosperous and affordable
- *Tourism and visitors* – Diverse and interesting experiences
- *Leadership by the Council* – The leading Council

Council Plan 2017-2021

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following goals:

People

- A vibrant, connected and safe community
- A creative city that respects and embraces diversity

Place

- A healthy, liveable and sustainable city
- A city planned for the future

Opportunity

- A diverse and growing economy
- An open and effective Council

The strategies and plans that contribute to these outcomes are as follows:

- City of Greater Dandenong Community Wellbeing Plan 2015-22

2.6.2 Community Safety Plan Annual Update (Cont.)

- City of Greater Dandenong People Seeking Asylum and Refugees Action Plan 2018-2021
- City of Greater Dandenong Disability Action Plan 2017-23
- City of Greater Dandenong Road Safety Strategy 2016-22
- City of Greater Dandenong Youth Strategy 2016-19
- City of Greater Dandenong Children's Plan 2015-19
- City of Greater Dandenong Graffiti Management Plan 2013-18
- City of Greater Dandenong Public Space CCTV Policy 2016-18
- City of Greater Dandenong Municipal Emergency Management Plan
- City of Greater Dandenong Open Space Strategy 2009
- City of Greater Dandenong Activate Sport and Active Recreation Strategy 2014-19
- City of Greater Dandenong Walking Strategy 2015-23
- City of Greater Dandenong Cycling Strategy 2017-24.

Related Council Policies

- City of Greater Dandenong Diversity, Access and Equity Policy 2015-19
- Greater Dandenong Alcohol Management Policy and Guidelines 2018-22
- Community Engagement Policy and Framework 2018-22.

Victorian Charter of Human Rights and Responsibilities

All matters relevant to the Victorian Human Rights Charter have been considered in the preparation of this report and are consistent with the standards set by the Charter.

Financial Implications

There are no financial implications associated with this Report.

Consultation

The Community Safety Plan 2015-22 was developed following extensive stakeholder consultation to ensure the whole community was provided the opportunity to provide feedback.

Feedback from residents and traders, organisations and agencies, and internal Council business units was then incorporated into the development of the Plan.

CSAC members also provided input into the Plan, including Councillors, Victoria Police, the Department of Health and Human Services, the Department of Justice and Regulation, the Youth Support and Advocacy Service, Neighbourhood Watch, Road Safe South East and Women's Health in the South East.

The CSAC ensures regular engagement with key stakeholders to ensure they are aware of community safety issues to support implementation, monitoring, and review of the Action Plan.

2.6.2 Community Safety Plan Annual Update (Cont.)

Conclusion

Council's Community Safety Plan 2015-22 recognises that improving perceptions and levels of safety and reducing crime and anti-social behaviour, are important key contributors to community health and wellbeing, particularly when achieved through a partnership-based approach.

From 2015 to 2018, the successful progress made in implementing strategies in the Action Plan highlight its strategic importance as a Council document, recognising that feeling and being safe is connected to many aspects of the community's sense of belonging, connectedness, security and wellbeing.

The Year Three Summary Progress Report presents an update to Council of implemented actions and summary of outcomes from August 2017 to July 2018, for the Community Safety Plan.

Recommendation

That Council notes the achievements of the Year Three Summary Progress Report of the Community Safety Plan 2015-22.

2.6.2 Community Safety Plan Annual Update (Cont.)

OTHER

COMMUNITY SAFETY PLAN ANNUAL UPDATE

ATTACHMENT 1

**YEAR THREE SUMMARY PROGRESS
REPORT**

PAGES 15 (including cover)

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

2.6.2 Community Safety Plan Annual Update (Cont.)

Greater Dandenong Community Safety Plan 2015-22 – Year Three Summary Report – 10 December 2018

Community Safety Plan 2015-22 Actions		Timeline	Year Three Outcomes: August 2017-July 2018
Priority Area One: Supporting Diversity and Promoting Harmony			
Objective 1: Display leadership in promoting harmony and diversity			
1.1.1	Develop and endorse the Diversity, Access and Equity Policy to promote Greater Dandenong as a safe, welcome City for all.	2016 Implement and Ongoing	<ul style="list-style-type: none">Objectives in Council's Appropriate Workplace Behaviour Program, and Diversity, Access and Equity Policy are now embedded in other policies, position papers, advocacy, and training for Council staff.
1.1.2	Promote community safety messages to culturally diverse communities in accordance with Council's Language and Communications Policy and Framework.	Ongoing	<ul style="list-style-type: none">Council's Community Engagement Framework Working Group is developing a Community Engagement Toolkit for use across Council and by community groups, ensuring it is in formats that are accessible for use by persons from culturally diverse backgrounds.Council's family violence information is translated into other languages.
1.1.3	Develop a model to conduct cultural competency initiatives for Council staff and service providers to work effectively with culturally diverse communities, groups and individuals.	2017 Implement and Ongoing	<ul style="list-style-type: none">In April 2018, Council developed its 'People Seeking Asylum 2018-2021 Action Plan' to promote harmony and diversity within the City. The Action Plan provides mechanisms for Council staff and stakeholders to act on and develop initiatives to support people from culturally diverse backgrounds (CALD), including those seeking asylum and refugees.
Objective 2: Address race based discrimination and support social cohesion			
1.2.1	Conduct events and other community-based initiatives to build understanding, respect and connections across communities.	Ongoing	<ul style="list-style-type: none">Council's Reconciliation Action Plan (RAP) 2017-19 was adopted in March 2018 and endorsed by Reconciliation Australia. A Working Group was formed with key stakeholders to action the Plan. Outcomes included: <ul style="list-style-type: none">A Reconciliation Week Flag Raising Event and launch of RAP art work in May 2018, with 140 people and three primary schools in attendanceA NAIDOC Week Event, 'Welcome Baby to Country', held in July 2018 with over 100 attendeesCouncil undertook 10 arts programs to build engagement and participation across communities including the Hive Artist Networking and Exhibition, Melbourne Writers Festival, Short Cuts Film Festival, Open House Melbourne, and an Artist in Residence Program.The Dandenong Library hosted a 'Talking Faith Program' in partnership with the Interfaith Network, to promote dialogue and understanding of different religions and beliefs in the community.
1.2.3	Implement the Police Corps Program to build positive relationships and understanding between Victoria Police and young people from CALD backgrounds.	Ongoing	No Action reported. <ul style="list-style-type: none">Local Police no longer deliver the Police Corps Program in Greater Dandenong.
1.2.6	Develop new programs to encourage newly arrived communities to participate in community life.	2016 Implement and Ongoing	<ul style="list-style-type: none">Council supported social agencies to help newly arrived migrants participate in community life, eg: with the Asylum Seeker Resource Centre (ASRC) who developed an English support computer application to support non-English speaking communitiesTraining sessions on how to download and use the application were promoted through ASRC English classes at all levels.

2.6.2 Community Safety Plan Annual Update (Cont.)

Greater Dandenong Community Safety Plan 2015-22 – Year Three Summary Report – 10 December 2018

Community Safety Plan 2015-22 Actions		Timeline	Year Three Outcomes: August 2017-July 2018
			<ul style="list-style-type: none"> Council initiated a Mayoral Roundtable to consider options for joint advocacy and practical responses to policy changes to the Status Resolution Support Services (SRSS). As a result of the roundtable a Local Government Mayoral Task Force Supporting People Seeking Asylum was formed in July 2018 The Taskforce is undertaking joint advocacy in response to SRSS financial cuts that will severely disadvantage people seeking asylum and refugees Mayoral letters were sent to all national Federal Members of Parliaments and Victorian MPs Faith-based groups and community groups in Greater Dandenong were contacted for their support.
1.2.7	Encourage community groups to apply to Council's community funding for initiatives that encourage respect and understanding.	Ongoing	<ul style="list-style-type: none"> Council approved 264 grants for the financial year, totalling \$1,955,416.86 to build understanding, respect and connections across communities, including: <ul style="list-style-type: none"> \$8,600 to the Dandenong West Primary Community Hub for the 2018 Dandenong West Cultural Diversity Harmony Day Community Festival \$5,000 to Friends of Refugees for Refugee and Asylum Seeker Recognition Awards An Asylum Seeker Employment Grant of \$45,000 The Arkan Rohingya Community of Australia received funding to provide an information session on Australian legal values and culture, and equal rights.
1.2.9	Disseminate information that dispels cultural myths and stereotypes through Council publications and on Council's website.	Ongoing	<ul style="list-style-type: none"> Council promoted a number of community grant-funded projects on social media and the Big Screen in Harmony Square to dispel cultural myths and stereotypes, including: <ul style="list-style-type: none"> Before, during and after the Harmony Festival in Harmony Square Fusion Theatre all-abilities public performances Footprint Enterprises 'Grounded' Project.
1.2.10	Promote safety for young people from culturally diverse backgrounds, with a focus on new and emerging communities using a collaborative approach.	Ongoing	<ul style="list-style-type: none"> Council's Youth and Family Services supported a Mayoral Youth Employment Taskforce until October 2017, with a related Action Plan launched in November 2017 to be continued to be delivered over 2018-19, to reduce youth unemployment, disengagement, and increase education options and retention. Youth and Family Services partnered with the Southern Migrant and Refugee Centre (SMRC) service to pilot the 'Creating Change' Program for the community, delivering 11 sessions, with 110 contacts. The Youth Support and Advocacy Service (YSAS) were successful in receiving a grant from the Office for Youth to commence the Southern Melbourne 'Empower Youth' Project to June 2019, enabling continuation of a program for disadvantaged refugee and CALD young people The Project had over 400 young people participate in a weekly evening drop-in program, connecting them to local health, alcohol and other drugs, education and employment services.
1.2.11	Collaborate with indigenous services to support the safety of indigenous young people through a range of services, programs and activities.	Ongoing	<ul style="list-style-type: none"> Council's Children Services supported a forum in March 2018, 'Reconciliation in Early Childhood' for 40 agencies with strategies to better engage with Aboriginal and Torres Strait Islander (ATSI) communities Children Services promoted the Narragunnawali Program for schools and early learning centres through a Children's Learning Network for information sharing and networking

2.6.2 Community Safety Plan Annual Update (Cont.)

Greater Dandenong Community Safety Plan 2015-22 – Year Three Summary Report – 10 December 2018

Community Safety Plan 2015-22 Actions		Timeline	Year Three Outcomes: August 2017-July 2018
			<ul style="list-style-type: none"> An Early Years Learning Group was established with Aboriginal Best Start, Children Services, the Department of Education, Koori engagement support officers, local schools and early years' services 25% of the Children's Learning Network members are working on, or have completed, a RAP Youth and Family Services 'The Bridge' Project developed two books in partnership with playgroup families and their children, through 'New Directions' funding and the Aboriginal Best Start Program. The Department of Justice and Regulation (DOJR) supported agencies and the community through: <ul style="list-style-type: none"> A Year Two continuation of a place-based grants program, 'Cultural Connections' targeting at-risk young Koori people based at the Doveton Aboriginal Gathering Place Two-year funding through a Koori Youth Crime Prevention Grant allocated to Ngwala Willumbong Services to provide specialised alcohol and drug rehabilitation and outreach for ATSI communities. The DOJR Aboriginal Justice Advisory Committee provided a three-year grant to the Victorian Aboriginal Child Care Agency (VACCA) and Dandenong and District Aboriginal Cooperative Ltd (DDACL) to deliver the 'Strong and Deadly Koori Youth' Program, for those disengaged or at risk of disengagement, in contact with the justice system, are victims and/or have been affected by family violence.
1.2.12	Utilise the Regional Aboriginal Justice Advisory Committee to develop programs that divert people of Koori background from involvement in the justice system.	Ongoing	
Priority Area Two: Preventing Family Violence			
Objective 1: Display leadership within Council to promote gender equality and respectful relationships			
2.1.1	Develop policies and programs that promote gender equity and support employees experiencing family violence.	Ongoing	<ul style="list-style-type: none"> Council's commitment and initiatives to enhance gender equity across the organisation and community continues to be guided by its Family Violence and Gender Equity Committee and Working Group. Commitment to White Ribbon principles of respect and zero tolerance for violence are evidenced by: <ul style="list-style-type: none"> Policy development and communications to staff, councillors and the community Development and delivery of training of Council's Family Violence Contact Officers and people leaders The White Ribbon Walk Against Violence, with the community in November each year Continual promotion of respectful relationships and repudiation of violence through Council's intranet Council commenced re-accreditation to be re-endorsed as a White Ribbon Workplace to continue contributing to preventing violence against women and children, and intimate partner violence.
2.1.2	Implement initiatives to prevent violence against women within Council and the community under the guidance of Council's Family Violence and Gender Equity Working Group.	Ongoing	<ul style="list-style-type: none"> Women's Health in the South East (WHISE) has led and collaborated with Council on local and regional family violence committees and implementation of related strategies. WHISE will now support Council to apply a gender lens as standard practice to planning and other decision-making areas of Council operations to facilitate true equity, access, and participation. WHISE participated in a case study of 'Women's Perspectives of Safety in Public Urban Space', as part of the Women's Design Service 'Making Safer Places Project' of Melbourne University. Findings included: <ul style="list-style-type: none"> Participants stated an important contributor to feeling safe in public space was the presence of other people, which reduces the perception of being vulnerable in an isolated area One way to attract a wide range of people to public spaces is to make it beautiful – a concept found to be rarely considered in the context of community safety and wellbeing in the study.

2.6.2 Community Safety Plan Annual Update (Cont.)

Greater Dandenong Community Safety Plan 2015-22 – Year Three Summary Report – 10 December 2018

Community Safety Plan 2015-22 Actions		Timeline	Year Three Outcomes: August 2017-July 2018
Objective 2: Collaborate with stakeholders across sectors to prevent family violence and address its causes			
2.2.1	Participate in inter-council networks to share information and collaborate in responding to family violence.	Ongoing	<ul style="list-style-type: none"> Council continues to be represented on various family violence networks and committees, eg, the Prevention Against Family Violence Committee: Women and Children's Strategy Community of Practice, and Leadership Community of Practice. Council and the DOJR are represented on the Integrated Family Violence Partnership for the Southern Melbourne Metro Region, to implement the State Government's family violence reform agenda for systemic improvement through collaborative integrated solutions. Council's annual Walk Against Family Violence was conducted in November 2017, attracting over 800 attendees and gathering significant publicity about issues of family violence and gender equity. A grant to Council of \$5,000 in July 2017 from the State Government was utilised to deliver a 'Listen, Lead and Learn' Gender Equity Program, commencing with consultations between senior management and women to identify barriers to women's employment advancement in Council into leadership roles. Council's Media and Communications unit partnered with Bankstown Youth Development Services, providing them with access to Council screens for their RESPECT video series for White Ribbon Day. Council received funding and commenced a 'Family Violence Intensive Support Early in Life' project.
Objective 3: Raise awareness about family violence and its causes			
2.3.1	Participate in family violence campaigns such as White Ribbon Day and other initiatives that raise awareness about the cause and prevalence of family violence.	Ongoing	<ul style="list-style-type: none"> Victoria Police has implemented and embedded Family Violence Investigation Units within its multidisciplinary operational framework in collaboration with stakeholders such as the South Eastern Centre Against Sexual Assault, focussing on high-risk and recidivist offences. During 2017-18, Victoria Police continued to operate within the framework of the enhanced Family Violence Strategy for the Aboriginal community. During 2017-18, Council's Youth and Family Services worked with Dandenong High School and Minaret College, two leading local secondary schools involved in implementing a new respectful relationships curriculum, and delivered seven 'Let's Talk' sessions with 45 contacts. Youth and Family Services commenced planning the delivery of a 'You The Man' production for Mental Health Week in October 2018, which will explore themes of dating violence and respectful relationships.
Objective 4: Provide services that seek to prevent and respond to family violence			
2.4.1	Respond to the recidivist perpetrators and victims of family violence through the dedicated Family Violence Unit.	Ongoing	
2.4.2	Develop a Koori Family Violence Strategy to respond and decrease the risk of family violence in the Koori community.	2018 COMPLETED	
2.4.3	Develop a model of collaborative programs encouraging respectful relationships and support young people to manage violence in the home and public places.	2018 COMPLETED	
Priority Area Three: Safer Public Places			
Objective 1: Design, maintain and activate public spaces to improve safety and perceptions of safety			
3.1.1	Design and develop high-quality open spaces and recreational facilities across the city that improve passive surveillance and promote community safety.	Ongoing	<ul style="list-style-type: none"> Council's 2017 Public Safety Infrastructure Fund grant from the DOJR was implemented to improve safety in Dandenong Park's northern precinct, and: <ul style="list-style-type: none"> Opened up sightlines by regrading ground levels and landscaping, and removing entrapment points Installed new and upgraded paths, seating, drinking fountains and lighting points across paths Planned for more new paths and community gathering spaces to increase public usage of the park and ensure safety around the new permanent public toilet.

2.6.2 Community Safety Plan Annual Update (Cont.)

Greater Dandenong Community Safety Plan 2015-22 – Year Three Summary Report – 10 December 2018

Community Safety Plan 2015-22 Actions	Timeline	Year Three Outcomes: August 2017-July 2018
		<ul style="list-style-type: none"> • Council's 2017 Community Safety Fund grant for Hemmings Park was successfully implemented to deter criminal and anti-social behaviour between Close Avenue and Potter Street, in Dandenong. Three solar LED lights and associated poles were installed, trees trimmed and the power grid upgraded. • An additional 34 CCTV cameras were installed in Springvale's central activities district as part of Council's Safe City CCTV program. All Council CCTV cameras transmit in real time to Springvale and Dandenong police stations. • Funding of \$90,000 for a mobile CCTV trial was provided by the Federal Government with the project being trialled in two locations to assess required logistics until February 2019. • Council's Open Space Projects installed new public toilets, designed with Crime Prevention Through Environmental Design (CPTED) principles, at Roth Hetherington Reserve, Keysborough; Noble Park Reserve; Norman Luth Reserve, Springvale; Dandenong Park and Dandenong Market's Alfresco Precinct, Dandenong. • The design of the Ross Reserve Skate Park precinct was revised to integrate with the new activity node beneath the rail corridor at Heatherton Road which, with the redesign of the Civic Space on Douglas Street and new bus stops at the Noble Park Station, will significantly improve safety and pedestrian access within the Noble Park Activities Centre and surrounding precinct. • Council's Urban and Open Space teams held community consultation on park master plans and playground projects. The aim is to integrate CPTED principles across playground equipment and facilities with existing infrastructure, for Parkfield Reserve, Noble Park; Warner Reserve, Springvale; Frederick Wächter Reserve, Keysborough; Burden Park, Springvale. • Council's Activities Centres' Revitalisation and Greater Dandenong Business units progressed the Springvale Boulevard Project design, incorporating CPTED principles into proposed infrastructure, eg: <ul style="list-style-type: none"> - LED P8 Category pedestrian lighting, and V Category street and feature lighting in its public art - Wider footpaths allowing a 2.5 metre wide 'movement corridor' clear of all obstacles - Decreased road lane widths to shorten crossing times for pedestrians - Ensured Disability Design Access Standards and Road Safety Act compliance at key milestones. • Council's Activities Centres' Revitalisation unit developed strategies for Multicultural Place in Balmoral Avenue, Springvale, to increase comfort for people visiting the precinct, promote passive surveillance, and improve amenity and staying times. Interventions included shade/shelter umbrellas, varied seating, playful line markings and synthetic grass mounds, and a free Little Library.
3.1.3 Facilitate arts initiatives and public events to activate public spaces and increase perceptions of safety in public spaces in accordance with the Arts and Cultural Heritage Strategy.	Ongoing	<ul style="list-style-type: none"> • Council's Festivals and Events unit annual program included: <ul style="list-style-type: none"> - New Year's Eve 31 December 2017: 5.30pm-9.30pm, with 12,000 attendees - Australia Day Festival: 26 January 2018, 3pm-9.30pm, with 10,000 attendees - Sunset Cinema: Friday night movie screenings, 2 February-7 March, with 2,000 attendees - Autumn Fest - Sunday 8 April 2018, 11am-4pm, with 4,000 attendees - Springvale Snow Fest: Sunday 29 July 2018, 12pm-7pm, with 35,000 attendees.

2.6.2 Community Safety Plan Annual Update (Cont.)

Greater Dandenong Community Safety Plan 2015-22 – Year Three Summary Report – 10 December 2018

Community Safety Plan 2015-22 Actions		Timeline	Year Three Outcomes: August 2017-July 2018
3.1.4	Conduct community engagement initiatives to support the activation of public places for local residents.	Ongoing	<ul style="list-style-type: none"> Youth and Family Services conducted a range of engagement activities including: <ul style="list-style-type: none"> Outreach programs at the Noble Park Skate Park and Dandenong Library Youth activities at major community events, including the Dandenong Show, Australia Day and Snowfest events, with a total of 8,200 contacts Encouraging young people to become members of the FReeZA Committee, Young Leaders and Noble Park Skate Park Committee, to plan and deliver safe, youth-oriented activities in public spaces.
3.1.5	Implement initiatives that influence infrastructure to enhance community safety for children in line with the 'Child Friendly Cities' principles.	Ongoing	<ul style="list-style-type: none"> Council's Urban and Open Space teams continued to collaborate with the City Improvement unit to design and develop local, neighbourhood and district parks to enhance public amenity and use in accordance with the objectives of the Open Space Strategy, Council's updated Playground Strategy 2013-23, CPTED, and Child Friendly Cities principles. A Risk Management Matrix was developed for application across city playgrounds and their surrounds to ensure they are fit-for-purpose. Park improvements included landscaping, tree planting, walking paths, seating, shelters and BBQ facilities along with associated playground upgrades, for: <ul style="list-style-type: none"> Keysborough Parish Church, Keysborough Lois Twohig Reserve, Dandenong North Corio Drive Reserve, Springvale South Tattersall Park (Stage 1), Keysborough. Council's Youth and Family Services Children's Advisory Group included 11 participating schools, which combined with community partners from the Child and Family Partnership Group, to contribute input into various Council strategic planning projects. Council's Children's Services and the Transport and Traffic unit engaged with and added one additional school to the Safe Walking Routes to School Project. Safe walking routes and bollards were installed and marked out on a map to encourage walking to and from schools.
3.1.6	Develop and implement youth-led community development activities in public spaces where young people meet and socialise to increase perceptions of safety.	Ongoing	<ul style="list-style-type: none"> Council's Youth and Family Services collaborated with stakeholders to hold engagement activities at various locations across the City, including: <ul style="list-style-type: none"> Three soccer tournaments in October 2017, January and April 2018 with 1,640 contacts Outreach sessions with 114 contacts, and two events with 570 contacts at Noble Park Skate Park A 'Think Positive' Mental Health Week event in Harmony Square in October 2017, with 250 contacts A 'Creators 4 Change' Seven Day Program, providing media training for young people to promote social cohesion through positive counter-narratives, with 69 contacts Outreach sessions at the Dandenong Library with 399 contacts.

2.6.2 Community Safety Plan Annual Update (Cont.)

Greater Dandenong Community Safety Plan 2015-22 – Year Three Summary Report – 10 December 2018

Community Safety Plan 2015-22 Actions		Timeline	Year Three Outcomes: August 2017-July 2018
Objective 2: Strategically respond to safety concerns and identified hotspots in a planned and collaborative manner			
3.2.1	Develop and implement a strategic Hotspots Response Framework to proactively manage community safety issues within public spaces.	2016	<p>This Action has remained an ongoing activity since 2016.</p> <ul style="list-style-type: none"> The Hotspots Response Framework was developed between Council, Victoria Police and other stakeholders and has continued to address negative impacts in public space. Outcomes included: <ul style="list-style-type: none"> - Additional CCTV cameras installed along Foster and Lonsdale Streets, associated laneways around the Council Civic Centre, along Halpin Way, in central Dandenong - Assessment of liquor licensing applications to ensure CPTED principles were considered in order to ensure surrounding safety and amenity would not be impacted - Placemaking advocacy on the relocation of the Pop Up Park from Foster Street to George/Cadle Streets in Dandenong, to ensure it remains a safe, well-utilised community facility in its new location - Holding a Noble Park Community Safety Forum in October 2017 with 27 community members. The Victoria Police Alcohol Diversion Program continued to successfully operate since its inception in 2014 and has now supported 76 participants, the majority who were recidivist drinkers in public places - 31 participants have graduated through the Program and many remain abstinent and/or employed, and some are involved with basketball teams and other sport and recreation across Greater Dandenong - Council undertook intensive planning and advocacy upgrades to central Noble Park, Railway Parade and Sandown Park, including traffic calming roundabouts, pedestrian/cycling connections, and lighting. Greater Dandenong Neighbourhood Watch (NHW): <ul style="list-style-type: none"> - Delivered five public forums with guest speakers from Greater Dandenong and Cardinia Shire councils, a Victoria Police Assistant Commissioner and local Police, and the NHW Victoria CEO - Conducted two community-focused fundraising events attended by over 150 people. From June onwards in 2018, Council and Victoria Police collaborated with concerned residents living in the residential end of Hemmings Street, Dandenong, to address issues of crime and anti-social behaviour during the day and night. Outcomes included increased police patrols and monitoring, and upgrades in street lighting to LED formats.
3.2.6	Implement Council's graffiti management priorities and report on progress as part of the Community Safety Plan 2015-2022.	Ongoing	<ul style="list-style-type: none"> Council's Graffiti Management Plan continues to be implemented and the Public Safety and Security Team successfully conducted a Community Clean-up Day event at Purvey Reserve, Dandenong North on 29 March 2018, with 150 community members attending. Council's free graffiti removal kits and information brochures were rebranded to include information on how to use the kits in an effort to educate more residents. The 2017-18 total amount of graffiti removed across the City was 45,169sqm, 1,745sqm less than the 2016-17 period of 46,914sqm removed. There was a downward trend in graffiti removal requests over the Christmas and New Year period 2017-18, almost half the number of requests compared to 2016-17. The Level Crossing Removal Project worked with Council, who donated removal kits to assist traders and residents, to conduct community street clean-ups in Iain Street, Noble Park, and its linked laneways.

2.6.2 Community Safety Plan Annual Update (Cont.)

Greater Dandenong Community Safety Plan 2015-22 – Year Three Summary Report – 10 December 2018

Community Safety Plan 2015-22 Actions		Timeline	Year Three Outcomes: August 2017-July 2018
3.2.7	Review Council's syringe management model to improve syringe management options in public space, perceived and actual levels of safety.	2017	<p>This Action is ongoing.</p> <ul style="list-style-type: none"> Council's Community Services has developed a proposed Syringe Disposal Management Model in consultation with relevant Council units and key agencies. Council's syringe bin locations and usage levels were also mapped to determine trends, identify newer hotspots and inform future installation and disposal processes.
3.2.8	Respond to public order issues through a dedicated Divisional Safe Suburbs taskforce and the Greater Dandenong Task and Response Unit. Use these resources to address 'hotspots' and other high risk community locations such as open spaces and railway stations.	Ongoing	<ul style="list-style-type: none"> Victoria Police's local Frontline Tactical Unit operates 24-hours per day and is tasked to patrol and act on any identified public place requiring a Police presence to proactively address problems arising and respond to public calls for assistance, including providing a visible presence on public order issues. A new 12-month pilot, an 'Embedded Youth Outreach Program', is currently being trialled in Greater Dandenong every evening where YSAS youth workers accompany Police on patrols to support them to work with young people and address youth-related issues that arise. Operations are regularly conducted in streets in and around central Dandenong, and Dandenong Railway Station car parks, to reduce drug dealing and use, prevent vehicle break-ins, check for squatters in empty properties and refer persons to support services.
3.2.10	Develop and implement programs that educate people on personal safety and vehicle safety including Safe Plate Days, shopping centre information days, public forums and programs directed at children.	Ongoing	<ul style="list-style-type: none"> NHW: <ul style="list-style-type: none"> Partnered with Council and Victoria Police to conduct three community events for a National Motor Vehicle Theft Reduction Council project, 'Operation Bounce Back', at Dandenong, Springvale and Noble Park railway stations NHW volunteers supported Council by distributing Operation Bounce Back, Neighbourhood Watch newsletters, community safety, anti-scam and crime prevention materials at the 2017 Dandenong Show, Australia Day Festival, Little Day Out Children's Festival, Snow Fest and Autumn Fest Conducted three Safe Plate events at Bunnings in Dandenong South, Springvale and Keysborough to secure car number plates with tamper resistant screws, with over 300 sets attached. The NHW Greater Dandenong President, and Editor who is a delegate, were nominated by the Victoria Police Local Area Commander and received a Victoria Police Divisional Commendation for Commitment to Community Safety from the Southern Metro Region Assistant Commissioner.

2.6.2 Community Safety Plan Annual Update (Cont.)

Greater Dandenong Community Safety Plan 2015-22 – Year Three Summary Report – 10 December 2018

Objective 3: Promote strengths and assets of the municipality to improve perceptions of safety		
3.3.1	Develop and publish media releases and articles about community safety and key attractors in the City and Council's website and a variety of media outlets.	<p>Ongoing</p> <ul style="list-style-type: none"> • Council updated its statistical data on rates of local crime and family violence and promoted this across Council and on its website. Data was incorporated into Council's Greater Dandenong Health and Wellbeing Profile and applied to inform program development, delivery, planning, and the preparation of submissions and advocacy. • Council designed and updated awareness raising materials and media to reduce car theft through a second \$10,000 grant from the National Motor Vehicle Theft Reduction Council for Operation Bounce Back, including a new animation video, key rings and banners specifically designed for accessibility for people with low literacy and CALD communities. • Operation Bounce Back materials were distributed and promoted at three community awareness stalls (2,000 contacts) at Dandenong, Springvale and Noble Park railway stations, in The City Magazine, local papers, on Council's website and social media platforms, by Victoria Police, the National Motor Vehicle Theft Reduction Council and NHW. The video was played at the railway stations, Council Customer Service Centres, Council Libraries, and the Big Screen in Harmony Square. • Victoria Police: <ul style="list-style-type: none"> - Undertook presentations to building industry apprentices in partnership with Chisholm TAFE after identifying that apprentices find it difficult to recover from theft of their goods due to low earning capacity - Operated a Visual Messaging Board for 24-hours a day around Greater Dandenong, to remind road users about road safety and rules, examples: speed limits; school zones; emergency vehicle access; and in Springvale to remind residents to remove valuables from cars after an increase in theft from vehicles. • Victoria Police promoted community safety and crime reduction strategies and activities on its Greater Dandenong 'Eyewatch' Facebook page that supported operational programs. Highlights included: <ul style="list-style-type: none"> - Promoting a 'Safe Plate' Facebook campaign to the community to prevent number plate theft - Surveying the community for its perceptions on safety to determine future priorities on local issues - Ongoing promotion of Victoria Police Missing Persons campaign on Council's Customer Service Centre video screens and the Big Screen in Harmony Square. • Council's Emergency Management Team: <ul style="list-style-type: none"> - Developed a range of materials to assist the community be 'Emergency Prepared', including a booklet, eight videos and a website - Worked with Council's Media and Communications Unit on promoting warnings and education about not leaving children and pets in cars on hot days - Promoted new 'Emergency Prepared' materials about hot weather through Council's website, the Big Screen in Harmony Square, Customer Service Centres screens, and social media on high risk days. • Advocacy for the 'Team 11' campaign to bring an A-League and W-League soccer teams to Melbourne's South East region, promoting the Project as, 'A Team Developed for the Community, By the Community'.

2.6.2 Community Safety Plan Annual Update (Cont.)

Greater Dandenong Community Safety Plan 2015-22 – Year Three Summary Report – 10 December 2018

			<ul style="list-style-type: none"> • Council's Youth and Family Services: <ul style="list-style-type: none"> - Promoted positive profiles of youth in their monthly 'Youth eNews' distributed to 500 young people - Completed two videos of young volunteers from the youth-led organisations, 'Entrepreneurs Movement Club' and 'FreeZA', promoted through social media and the Big Screen in Harmony Square. • The DOJR: <ul style="list-style-type: none"> - Funded a project with Victoria Police and key stakeholders in 12 identified sites across Victoria, including Greater Dandenong - The project sought to improve community safety and undertook community engagement through discussions and online surveys to identify safety concerns, with NHW assisting with face-to-face surveying - Targeted community engagement was conducted at Show Fest in Springvale on 29 July 2018, engaging over 100 participants in undertaking the community safety surveys. • The DHHS planned delivery of annual Seasonal Emergency Preparedness Forums to provide policy, program and operational updates to stakeholders. • NHW: <ul style="list-style-type: none"> - Distributed 40,000 newsletters with messages on community safety and crime prevention across shops, businesses, clubs and residences in Greater Dandenong - Promoted community safety and crime prevention messages through its Facebook page and on Victoria Police's Greater Dandenong Eyewitness Facebook page - Had regular articles published and events covered by the local Dandenong Leader and Dandenong Star Journal newspapers.
Priority Area Four: Safety For Road Users, Pedestrians and Commuters			
Objective 1: Promote vehicle safety through educative programs and road law compliance			
4.1.1	Promote vehicle safety information at community events, programs, in Council publications and website.	Ongoing	<ul style="list-style-type: none"> • Council's Media and Communications unit partnered with Victoria Police on their social media platforms for Rail Safety Week, advising the public about children and pram safety around trains, using designated pedestrian paths, and the increased number and the hours of Protective Services Officers (PSOs) that now travel on trains. • Council's Transport and Civil Development unit delivered: <ul style="list-style-type: none"> - Promotion of Victorian Road Rules in articles over several months in Council's The City Magazine - A Road Safety Forum for Keysborough South residents, with 23 attendees, to discuss priority needs - Two 'Fit 2 Drive' courses at Keysborough College and one at Skill Invest, Dandenong - A 'Road Safety For New Arrivals' session with the AMES Australia and City of Casey - 'Older Road Users' sessions at Lexington Gardens, Springvale - Placement of a Speed Alert Mobile (SAM) trailer around schools for the 'Not So Fast' Campaign. • Youth and Family Services continued to support Jesuit Social Services who now deliver the L2P Program on behalf of Council. In 2017-18, 1,063 volunteer hours were provided by supervising drivers for young people needing to gain the required 120 hours driving practice and 18 L2P learner drivers obtained their probationary license.
4.1.2	Seek funding and promote programs for novice drivers that address issues of inexperience, over-confidence, and risk-taking. Aim to match female learners with female mentors.	Ongoing	

2.6.2 Community Safety Plan Annual Update (Cont.)

Greater Dandenong Community Safety Plan 2015-22 – Year Three Summary Report – 10 December 2018

4.1.3	Promote correct selection and installation of vehicle child restraints by providing literature and opportunities for residents to have restraints professionally fitted.	Ongoing	<ul style="list-style-type: none"> Children's Services hosted a 'Keeping Children Safe' Forum in August 2017 with Victoria Police on the use of appropriate and correct use of child restraint systems in vehicles, with 60 community attendees. Council and Victoria Police collaborated with other stakeholders to conduct two 'Child and Baby Car Seat Checks' in Springvale during July-August 2018. <ul style="list-style-type: none"> Ninety-five per cent of 108 assessed restraints were non-compliant and 19 of these were replaced due to age, damage or not being age-appropriate. Council's Maternal and Child Health Services distributed literature on vehicle child installation restraints, and VicRoads 'Starting Out Safely' information at its 'Key Age and Stages' Program visits, the Little Library in Multicultural Square in Springvale, and to new Parenting Groups.
Objective 2: Address safety concerns at public transport nodes through partnerships, appropriate design and location			
4.2.2	Request that public transport stops are installed in activity zones such as shopping and residential precincts in accordance with community safety principles such as passive surveillance and clear sightlines.	Ongoing	<ul style="list-style-type: none"> Council, as a member of the South East Integrated Transport Group with seven surrounding local governments, adopted the South East Transport Strategy and a Regional Freight Strategy to advocate for increased transport options and infrastructure across the region for the next 10 years. Council adopted a Greater Dandenong Integrated Transport Plan 2017-2022 and Municipal Wide Parking Strategy 2017-2027. Council ensured local community expectations were met for safety, amenity and access to integrated transport options with the removal of railway level crossings at Corrigan, Heatherton and Chandler Roads, Noble Park, which now supports an additional 80 new and extended services, improved walking, cycling and vehicle access to the railway stations and surrounding public places and services. Council commenced implementation of the Greater Dandenong Footpath, Bicycle Path and Shared Path Network Plan, with the initiation of the development of a Hammond Road Shared User Path. Council's Activities Centres Revitalisation and Greater Dandenong Business units undertook discussions and advocacy with Public Transport Victoria regarding: <ul style="list-style-type: none"> Bus stop relocations along Springvale Road, for the Springvale Boulevard Project New bus stop locations and circulation network for the Noble Park Activities Centre grade separation.
4.2.3	Encourage and support effective public lighting levels, seating, shelter and signage in and around public transport to improve the safety of pedestrians, cyclists and other commuters at night time.	Ongoing	<ul style="list-style-type: none"> Pedestrian safety was improved at the Menzies Avenue neighbourhood shopping centre, Dandenong North, with the installation of a raised pedestrian crossing. After community consultation in 2017, Council introduced a 40km area-wide speed limit in central Dandenong to improve road safety as part of the State Government's 'Towards Zero' Project to protect pedestrians and cyclists who are significantly represented in road toll statistics in central Dandenong. Council's Planning and Design unit and Open Space team attended consultations with, and advocated to, the Level Crossing Removal Project Authority on the Caulfield to Dandenong corridor, attended by 170 stakeholders such as Victoria Police, Metro Trains, Public Transport Victoria and VicTrack The workshops resulted in the inclusion of new features such as open-air gym equipment, playground features, slides, BBQs, seating, paths, lighting, soft landscaping, wayfinding signage, bicycle facilities, lawns and dog off-leash parks in the conversion of railway corridor land into public open spaces. As a member of the Eastern Transport Coalition, Council promoted a 'Commuters Count Campaign' that supports 50 priority projects that are required to create an integrated, accessible public transport system, road, walking and cycling network across Greater Dandenong and surrounding areas.

2.6.2 Community Safety Plan Annual Update (Cont.)

Greater Dandenong Community Safety Plan 2015-22 – Year Three Summary Report – 10 December 2018

Objective 3: Improve safety for pedestrians and cyclists through the promotion of accessible infrastructure			
4.3.2	Promote safe environments for walking and cycling.	Ongoing	<ul style="list-style-type: none"> • Council's Sport and Recreation unit: <ul style="list-style-type: none"> - Launched Council's Cycling Strategy 2017-24 on World Ride 2 Work Day on 13 September 2017, where 40 members of the public and interested stakeholders attended - Obtained 'Walk to School' grants and launched the program in October 2017 with over 10 schools - Worked with Council's Geographical Information Systems Team to establish digital walking and cycling maps in a LOCATE program on Council's website for the community's access - Worked in collaboration with the Transport and Civic Development unit on Capital Improvement Program bids that will improve current walking and cycling shared paths, including sufficient lighting and surface upgrades - Collaborated with the Heart Foundation to promote walking groups throughout the City - Collaborated with Victoria Police and advocated for additional patrols around secluded sporting reserves and facilities to alleviate anti-social behaviour.
4.3.3	Encourage appropriate night trading in and around pedestrian transit zones and precincts, to improve perceptions of safety.	Ongoing	<ul style="list-style-type: none"> • Council's Planning and Design unit undertook consultation with the community, traders and local schools for the Hemming Street Shopping Centre Improvement Project, to understand safety issues, and how people use the shopping centre - Findings were incorporated into improving the streetscape to ensure that upgrades contribute to improving perceptions of safety, road safety, amenity and activation of the shopping strip whilst reducing anti-social behaviour during the day and night. • Council's Activities Centres' Revitalisation and Greater Dandenong Business units undertook: <ul style="list-style-type: none"> - Detailed design for the Springvale Post Office Lane Canopy Project in Springvale Road, including preparation for custom-made suspended lighting fittings that meet the necessary pedestrian lighting standards for laneways and CPTED principles - An Indian Cultural Precinct Framework, endorsed in March 2018 for the Dandenong Activities Centre with funds gained from other levels of government to be directed towards public realm maintenance and activities that improve perceptions of safety - Additional interpretive signage developed and installed in the Springvale Activities Centre.
Priority Area Five: Addressing Alcohol and Other Drug Harms			
Objective 1: Respond to impacts of alcohol and other drug harms in an integrated and strategic manner			
5.1.1	Review Council's Alcohol Management Policy and Guidelines and continue to implement.	2017	<p>This Action is ongoing as the Policy is required to continually be implemented.</p> <ul style="list-style-type: none"> • Council's Community Development unit undertook a review of Council's Alcohol Management Policy and Guidelines in consultation with key stakeholders, which was re-adopted by Council in April 2018 • The Community Development unit supported the Planning and Design unit, by assessing seven liquor license permit applications to reduce social harms related to alcohol sales and use in the City. • No Action reported.
5.1.2	Develop a strategy to reduce the supply, demand and harm caused by the growing use of crystal methamphetamine (ICE).	2017	

2.6.2 Community Safety Plan Annual Update (Cont.)

Greater Dandenong Community Safety Plan 2015-22 – Year Three Summary Report – 10 December 2018

5.1.3	Participate in the final stages of the South East Melbourne Regional Packaged Liquor Density Project to influence statutory planning changes and raise awareness about alcohol related harms.	2018	<p>This Action is ongoing due to its objective, requiring Council to participate in the final stages of the Project.</p> <ul style="list-style-type: none"> Council continued to collaborate with nine other local governments on the South East Melbourne Group of Councils 'Regional Packaged Liquor Density Project'. Phase Two outcomes included: <ul style="list-style-type: none"> Community consultation to update Phase One findings about perceptions of packaged liquor Development and submission of a Group of Councils proposed policy amendment to the local planning scheme on packaged liquor licensing for the nine partner councils, to the Department of Environment, Land, Water and Planning (DELWP) and Minister of Planning Revision and updating of a Victoria Police Memorandum of Understanding to obtain crime-related data Production of new GIS data maps. The Project has also been incorporated as an objective in Council's Alcohol Management Policy 2018.
Objective 2: Collaborate with local and state-wide stakeholders in responding to alcohol and other drug harms			
5.2.1	Participate in local, regional and national initiatives that assist Council to plan local responses to reduce alcohol and other drug impacts.	Ongoing	<ul style="list-style-type: none"> Council supported Hepatitis Victoria to conduct an information stall in Harmony Square in June 2018, at Snow Fest in July 2018, and a community and service provider forum on 'Liver Health' in July 2018. Council's South East Business Network held a workshop for local businesses on strategies to manage alcohol and other drug-related risk in the workplace on 22 June 2018. Council's grants program assisted Alcoholics Anonymous to hold weekly meetings in Dandenong.
5.2.2	Partner with Victoria Police to strengthen the Greater Dandenong Liquor Licensing Accord to support legislative and planning compliance across varied liquor license types.	2019	<p>This Action is ongoing.</p> <ul style="list-style-type: none"> Victoria Police were supported by Council to re-establish the Greater Dandenong Liquor Accord, which held its inaugural meeting with over 20 local liquor licensees in March and again in June 2018. All licensees attending the meetings signed onto the Accord, which aims to strengthen responsible service of alcohol compliance, improve local amenity surrounding venues, and reduce alcohol-related violence. Both meetings were promoted in The Journal newspaper and by Council. All clubs leasing Council facilities were notified they must be Good Sports accredited by end of 2018.
Objective 3: Design public spaces to provide safer environments and reduce the impacts of alcohol and other drug use			
5.3.1	Ensure the design of public spaces enhances positive perceptions of safety whilst reducing the likelihood of alcohol & other drug related impacts.	Ongoing	<ul style="list-style-type: none"> Refer to Action 3.2.7.
5.3.2	Implement Council's 'NO Drinking Alcohol in Public Places' campaign, focusing on packaged liquor outlets throughout the City to reduce alcohol consumption in public places.	2019	<ul style="list-style-type: none"> No activities were undertaken for this Action, which is initiated upon requests from community members, traders or stakeholders and none were forthcoming in 2017-18.
Objective 4: Deliver and support community education and diversionary activities to encourage positive lifestyle choices			
5.4.1	Develop and implement partnership initiatives programs that raise awareness of the impact of alcohol and other drugs in all community settings.	Ongoing	<ul style="list-style-type: none"> Council's Sport and Recreation unit worked with neighbouring councils and Monash Health to implement the Healthy Eating initiative with all municipal clubs, including education on healthy eating, alcohol consumption, drug use, mental wellbeing and smoking cessation. Youth and Family Services delivered 11 PartySafe workshops in local secondary schools with a total 549 attendees, and developed an Alcohol and Other Drugs animation film.

2.6.2 Community Safety Plan Annual Update (Cont.)

Greater Dandenong Community Safety Plan 2015-22 – Year Three Summary Report – 10 December 2018

5.4.3	Deliver the Assertive Youth Outreach Project to assist young people with alcohol and other drug issues and are connected to Youth Justice or Office of Corrections.	Ongoing	<ul style="list-style-type: none"> The YSAS continued to work intensively with high at-risk young people aged between 17-21 years and some over 21 years, through its Assertive Outreach Program. The YSAS continued to work in close collaboration with statutory authorities to assist clients affected by, and presenting with, long-term underlying social issues such as: post-traumatic stress and other mental health concerns stemming from their asylum seeker or refugee backgrounds, poverty, isolation, insecure housing and homelessness, disenfranchisement and disengagement. A YSAS program, titled the 'Transformer Project' assisted approximately half of 24 highly at-risk clients to gain employment and build strong levels of motivation in themselves and among their peers.
5.4.4	Deliver Alcohol and Other Drug outreach services for young people experiencing multiple and complex needs.	Ongoing	<ul style="list-style-type: none"> A YSAS program, titled the 'Transformer Project' assisted approximately half of 24 highly at-risk clients to gain employment and build strong levels of motivation in themselves and among their peers.
Priority Area Six: Emerging Technology and Safety			
Objective 1: Encourage a safer on-line environment through educative and personal support in a number of settings			
6.1.2	Achieve eSmart Libraries accreditation to equip libraries and connect communities with the skills needed for smart, safe and responsible use of technology.	2018 COMPLETED	<ul style="list-style-type: none"> During 2017-18, Council's Library Services maintained its eSmart accreditation through information provision to the community, incorporation of cybersafety strategies into library digital literacy programs, and providing ongoing cybersafety updates and tips to Council staff.
6.1.3	Support community groups through Council's Community Funding Program to implement online safety initiatives.	Ongoing	<ul style="list-style-type: none"> The Serbian Community Association received a grant to run community safety information sessions, including the use of computer technology.
Objective 2: Improve safety for all residents through the use of on-line communications during emerging safety situations			
6.2.1	Utilise on-line communication tools such as Council's website, Facebook and Twitter in response to emerging safety situations and disasters and to take part in on-line safety campaigns.	Ongoing	<ul style="list-style-type: none"> Council's Media and Communications unit focused strongly on increasing positive perceptions through varied media platforms to engage more closely with the community. Key outcomes included: <ul style="list-style-type: none"> A Digital Strategy to promote positive messages and build community pride that resulted in a 10% increase in social media engagement from 2016-17 to 2017-18 Promotion of new CCTV cameras in Hemmings Street, Dandenong, and Springvale Road, Springvale Promotion of the DHHS drug harms awareness videos. The Media and Communications unit worked with agencies such as the Salvation Army to combat dumped rubbish in commercial areas and multi-unit developments, to reduce negative perceptions of amenity in these areas and their surrounds. Council endorsed a Municipal Emergency Management Plan for the City in February 2018, developed in consultation with community groups, agencies and stakeholders, and provides direction and education to residents, visitors and businesses in planning for emergencies. Council's Emergency Management response officers developed public warnings for severe heat and fire-rated days, promoting them through community agencies, Twitter and Facebook; and collaborating with the Urban Screens Team to broadcast a 'Staying Healthy in the Heat' video on the Big Screen in Harmony Square.
6.2.2	Explore further use of Council's urban screens including the 'Big Screen' to communicate safety messages in a manner that is accessible to a diverse community	Ongoing	<ul style="list-style-type: none"> Council's Media and Communications unit promoted community safety videos through its partnership with Victoria Police on the Big Screen in Harmony Square, social media, Council's website and Customer Service Centres screens. The videos dealt with Summer Safety, Children and Road Safety, and the role of Victoria Police PSOs.

2.6.3 List of Registered Correspondence to Mayor and Councillors

File Id:	qA283304
Responsible Officer:	Director Corporate Services
Attachments:	Correspondence Received 5-16 November 2018

Report Summary

Subsequent to resolutions made by Council on 11 November 2013 and 25 February 2014 in relation to a listing of incoming correspondence addressed to the Mayor and Councillors, Attachment 1 provides a list of this correspondence for the period 5-16 November 2018.

Recommendation

That the listed items provided in Attachment 1 for the period 5-16 November 2018 be received and noted.

2.6.3 List of Registered Correspondence to Mayor and Councillors (Cont.)

OTHER

**LIST OF REGISTERED CORRESPONDENCE
TO MAYOR AND COUNCILLORS**

ATTACHMENT 1

**CORRESPONDENCE RECEIVED
5-16 NOVEMBER 2018**

PAGES 2 (including cover)

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

2.6.3 List of Registered Correspondence to Mayor and Councillors (Cont.)

Objective

CONNECTED. COLLABORATIVE. COMMUNITY.

Correspondences addressed to the Mayor and Councillors received between 05/11/18 & 16/11/18 - for officer action - total = 2

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Assigned
Complaint from Dandenong North resident regarding the State Government's Homelessness and Rough Sleeping Action Plan and its effects on local areas.	30-Oct-18	07-Nov-18	fA152249	Mayor & Councillors EA
Request for review of infringement received by trader in Balmoral Avenue, Springvale in September.	07-Nov-18	13-Nov-18	fA152492	Mayor & Councillors EA

Objective

CONNECTED. COLLABORATIVE. COMMUNITY.

Correspondences addressed to the Mayor and Councillors received between 05/11/18 & 16/11/18 - for information only - total = 1

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Assigned
An invitation from the United Nations Association of Australia for Council to participate in a simulation of the UN General Assembly to mark 70 years since the Universal Declaration of Human Rights was proclaimed.	07-Nov-18	07-Nov-18	A5371354	Corporate Services Director

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

2.6.4 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 12 & 19 November 2018

File Id: fA25545

Responsible Officer: Director Corporate Services

Report Summary

As part of Council's ongoing efforts to improve transparency in Council processes, matters discussed at Councillor Briefing Sessions & Pre-Council Meetings (other than those matters designated to be of a confidential nature) are reported on at ordinary Council meetings.

The matters listed in this report were presented to Councillor Briefing Sessions & Pre-Council Meetings in November 2018.

Recommendation Summary

This report recommends that the information contained within it be received and noted.

2.6.4 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 12 & 19 November 2018 (Cont.)

Matters Presented for Discussion

Item		Briefing Session
1	<p>General Discussion</p> <p>Councillors and Council officers briefly discussed the following topics:</p> <ul style="list-style-type: none"> a) Councillor representation on committees, community organisations, peak industry bodies and regional organisations for 2018-2019. b) Mayoral election process for statutory meeting on Thursday 15 November 2018. c) Agenda items for the Council Meeting of 12 November 2018. 	12 November 2018
2	<p>Community Funding Programs – Round Two</p> <p>Councillor consideration was sought regarding officer recommendations for the awarding of funding through the Community Support Grants Program 2018 Round Two and the Sponsorships Program 2018 Round Two.</p>	19 November 2018
3	<p>Electronic Gaming Policy</p> <p>Councillors and Council officers discussed this Policy prior to the report being tabled at the 10 December 2018 Council Meeting.</p>	19 November 2018
4	<p>Proposed Local Law</p> <p>Councillors were presented with further information and statistics regarding policies of neighbouring Councils in regards to Shopping Trolley management.</p>	19 November 2018
5	<p>2018-19 Mid-Year Budget Review</p> <p>Councillors were briefed on the proposed adjustments to the 2018-19 Amended Budget. Councillor consideration was sought on funding allocation to form a Mid-Year Budget. The Mid-Year Budget will be utilised for management reporting purposes.</p>	19 November 2018

2.6.4 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 12 & 19 November 2018 (Cont.)

6	<i>General Discussion</i> Councillors and Council officers briefly discussed the following topics: a) Directorate Service Planning & Reviews. b) Christmas Celebrations. c) Agenda items for the Council Meeting of 26 November 2018.	<i>19 November 2018</i>
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Apologies

- Councillors Matthew Kirwan and Heang Tak submitted apologies for the Councillor Briefing Sessions on 12 & 19 November 2018.
- Councillors Zaynoun Melhem and Loi Truong did not attend the Councillor Briefing Session on 19 November 2018.

Recommendation

That the information contained in this report be received and noted.

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes

File Id:

Responsible Officer:

Group Manager Greater Dandenong Business

Attachments:

Proposed Dandenong Stadium Consultation
Outcomes Report

Report Summary

This report provides an overview of the community consultation process and associated outcomes for the proposed development of a Stadium in the Dandenong Activity Centre, associated with Team 11's bid to bring an A-League team to south east Melbourne.

Recommendation Summary

This report recommends that the Consultation Outcomes Report be noted and that all feedback be considered by key stakeholders / authorities as part of any further planning for the proposed Stadium.

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)**Background**

Team 11 has been the subject of a widespread publicity since its official launch on 4 May 2017. Ongoing community engagement initiatives have included monthly e-newsletters, website and social media updates, media releases, consumer research surveys, club meetings / site visits, stakeholder meetings and promotion at various community events.

Following news of Team 11 being shortlisted as part of the A-League expansion process, Council resolved to undertake further consultation about the proposed stadium. More specifically, Council made the following resolution at the Council Meeting on 23 July:

That in accordance with the Greater Dandenong Community Engagement Policy, Council actively promotes and seeks public feedback on the proposal to develop a stadium in the Dandenong Activity Centre, associated with Team 11's bid to bring an A-League and W-League team to the south east region of Victoria.

It was agreed that plans for the proposed stadium be placed on public exhibition for a three to four week period providing residents and stakeholders with an opportunity to provide feedback in response to Council's stated position:

That a multipurpose sport, entertainment and community stadium be developed on Council land adjacent to the Dandenong Train Station (corner Cheltenham Rd and George Street), in association with Team 11's bid to bring an A-League and W-League team to south east Melbourne.

Furthermore, the community engagement process was required to 'inform' and 'consult' the community on the proposed Stadium development, acknowledging that existing plans are conceptual in nature and subject to more detailed planning, pending the outcome of Team 11's bid to Football Federation Australia (FFA) and State Government funding.

Consultation for the proposed stadium was undertaken in accordance with Council's Community Engagement Policy and employed various techniques to maximise community participation.

Residents and stakeholders were invited to complete on-line or hard copy surveys and / or provide a written submission with their views of the proposed stadium. These consultation opportunities were promoted via the following:

On-line promotion:

- Website and social media (City of Greater Dandenong and Team 11)
- Media release
- Email to local football (soccer) clubs – in Greater Dandenong and City of Casey.

Hard copy promotion:

- City magazine (October edition)
- Letters / mail-out to households / local residents in the vicinity of the proposed site – 2,074
 - Owner occupier – 291

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

- Owner not occupier – 783
- Rental occupier – 1,000
- Flyers and surveys made available at:
 - Customer Service Centres
 - Libraries
 - Aquatic and Leisure Centres / Stadium
 - Clow Street (Youth and Family Services)
 - Dandenong Train Station
 - Dandenong Plaza
 - Dandenong Market.

The consultation period was undertaken from 10 September to 7 October (4 weeks).

Proposal

A total of **270 responses** were received as part of the proposed Dandenong stadium community consultation process. This included:

- 184 survey responses:
 - 144 on-line surveys
 - 40 written / hard copy surveys
- 22 written submissions
- 64 resident feedback forms (non-official form developed by a local resident).

The results of the consultation process are detailed in the attached Consultation Outcomes Report, however a summary of key results is also provided below.

Survey Results:

A total of 184 completed surveys were received (on-line and hard copy).

- The majority of survey respondents (58% or 107) reside in Dandenong - postcode area 3175
- 74% of respondents (136) support the development of a multi-purpose stadium in Dandenong. Conversely, 26% or 48 respondents do not support the development of a stadium in Dandenong
- The majority of respondents (67%) are likely to attend the proposed stadium (52% very likely and 15% likely)
- Football (soccer) is the most popular event that respondents would like to attend at the stadium, as indicated by 114 respondents. Live music concerts is the second most popular event, followed by 'other entertainment' and 'cultural and community events'.

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

- Overall, 151 different comments were noted (from the 184 completed surveys) about the proposed stadium location. In summary:
 - 96 survey respondents (52%) made positive comments in favour of the proposed location. Such comments included the proximity to public transport and ease of access, the potential for the stadium to revitalise / transform Dandenong, benefits to local businesses and ability to bring the community together.
 - 55 survey respondents (30%) raised concerns about the proposed location. Key concerns / considerations raised about the proposed location included:
 - Parking – insufficient provision, impact on residential streets (35 respondents)
 - Traffic congestion (19 respondents)
 - Negative impact on residential amenity (18 respondents)
 - Noise - impact on neighbouring residential area (14 respondents)
 - Waste of money / resources (14 respondents)
 - Anti-social behaviour / safety concerns (9 respondents)
 - Size of site - too small for infrastructure requirements (4 respondents)
- A total of 116 general comments were made by survey respondents (from 184 completed surveys) about the proposed stadium. In summary:
 - 64 survey respondents (35%) made positive comments in favour of the proposed stadium. Such comments included the benefits for the south east region and local residents, the ability to increase the profile of Dandenong, cater for the growing population, create jobs and bring the community together.
 - 52 survey respondents (28%) raised concerns and provided comments for future consideration about the proposed stadium. Key comments included:
 - Concern about use of ratepayers funds and / or the prioritisation of the stadium over other projects (23 respondents)
 - Inadequate car parking provision – both current and insufficient future allocation (15 respondents).
 - Concern about proposed location within central Dandenong and being close to a residential area (13 respondents)
 - Traffic congestion - (9 respondents)
 - Safety concerns / anti-social behaviour (7 respondents)
 - Negative impact on residential amenity (5 respondents)
 - Noise - impact on neighbouring residential area (3 respondents)

Public Submissions

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

A total of 22 written submissions were received in response to the proposed stadium, as part of the consultation process. These submissions are detailed in the attached report, however in summary:

- 55% (12 submissions) were received in general support of the proposed stadium.
- 45% (10 submissions) were received in opposition to the proposed stadium, and more specifically, the proposed location of the stadium.

Resident Feedback Form (unofficial resident flyer):

A total of 64 'feedback forms' were received during the consultation period. These forms were developed and distributed by a local resident. In summary:

- All respondents (100%) reside in Dandenong - postcode area 3175.
- 36 respondents (56%) do not support a stadium next to Dandenong Railway Station at the corner of Cheltenham Road and George Street. Conversely, 44% or 28 respondents conveyed their support for the stadium.
- 38 respondents raised concerns about the proposed stadium. Key concerns / considerations raised about the proposed stadium included:
 - Parking concerns (27 respondents).
 - Noise - impact on neighbouring residential area (16 respondents)
 - Safety concerns / anti-social behaviour (16 respondents)
 - Traffic congestion, compounded by narrow residential streets (14 respondents)
 - Waste of money / resources (5 respondents)
- 23 respondents made positive comments about the proposed stadium. Such comments conveyed excitement for the proposal and the ability to attend local games and events, ease of access / proximity to train station, economic benefits including job creation and the positive engagement of young people.

Community Plan 'Imagine 2030' and Council Plan 2017-2021 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted to see for themselves and the City in 2030, the result was the Greater Dandenong Community Plan 'Imagine 2030'. This report is consistent with the following community visions:

Community Plan 'Imagine 2030'People

- *Pride* – Best place best people
- *Cultural Diversity* – Model multicultural community
- *Outdoor Activity and Sports* – Recreation for everyone
- *Lifecycle and Social Support* – The generations supported

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

Place

- *Sense of Place* – One city many neighbourhoods
- *Safety in Streets and Places* – Feeling and being safe
- *Appearance of Places* – Places and buildings
- *Travel and Transport* – Easy to get around

Opportunity

- *Education, Learning and Information* – Knowledge
- *Jobs and Business Opportunities* – Prosperous and affordable
- *Tourism and visitors* – Diverse and interesting experiences
- *Leadership by the Council* – The leading Council

Council Plan 2017-2021

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following goals:

People

- A vibrant, connected and safe community
- A creative city that respects and embraces diversity

Place

- A healthy, liveable and sustainable city
- A city planned for the future

Opportunity

- A diverse and growing economy
- An open and effective Council

The strategies and plans that contribute to these outcomes are as follows:

- Activate, Sport and Active Recreation Strategy
- Revitalising Central Dandenong

Related Council Policies

Community Engagement Policy

Victorian Charter of Human Rights and Responsibilities

The Victorian Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to its contents.

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

Financial Implications

There are no financial implications associated with this report.

Concept planning for the proposed stadium took place in the 2017/18 financial year.

The City of Greater Dandenong will seek external funding support for the development and operation of the Stadium, namely from the State and Federal governments.

Consultation

This report summarises the community consultation process that was undertaken for the proposed Dandenong Stadium and includes a detailed Consultation Outcomes Report (attached).

Conclusion

The development of the proposed stadium in central Dandenong is dependent upon Team 11's bid for an A-League and W-League licence being successful, in addition to State (and Federal) Government funding. The proposed stadium will also be subject to more detailed planning by relevant authorities, with existing plans being conceptual in nature.

The proposed development of a stadium in the Dandenong Activity Centre would result in significant social and economic benefits to the region and has received widespread support. This support is evident from the consultation results, with many respondents attributing their support to the site's accessibility / proximity to the Dandenong Train station, job creation, benefits to local businesses and ability to bring the community together.

However a number of concerns have been raised by local residents, in particular those living in close proximity to the proposed site. A primary concern relates to parking and traffic management which will need to be carefully considered as part of any future detailed planning and design of the stadium, to ensure sufficient provision and arrangements. Additionally, a number of concerns were also raised in relation to the proximity of the site to residential areas (i.e. noise, safety / anti-social behaviour and amenity) which will also need to be carefully considered.

Recommendation

That the 'Proposed Dandenong Stadium Consultation Outcomes Report' be noted and that all feedback be considered by key stakeholders / authorities as part of any further planning for the proposed Stadium, should the FFA issue an A-League licence to Team 11 Pty Ltd.

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

OTHER

TEAM 11 AND PROPOSED STADIUM – CONSULTATION OUTCOMES

ATTACHMENT 1

**PROPOSED DANDENONG STADIUM
CONSULTATION OUTCOMES REPORT**

PAGES 43 (including cover)

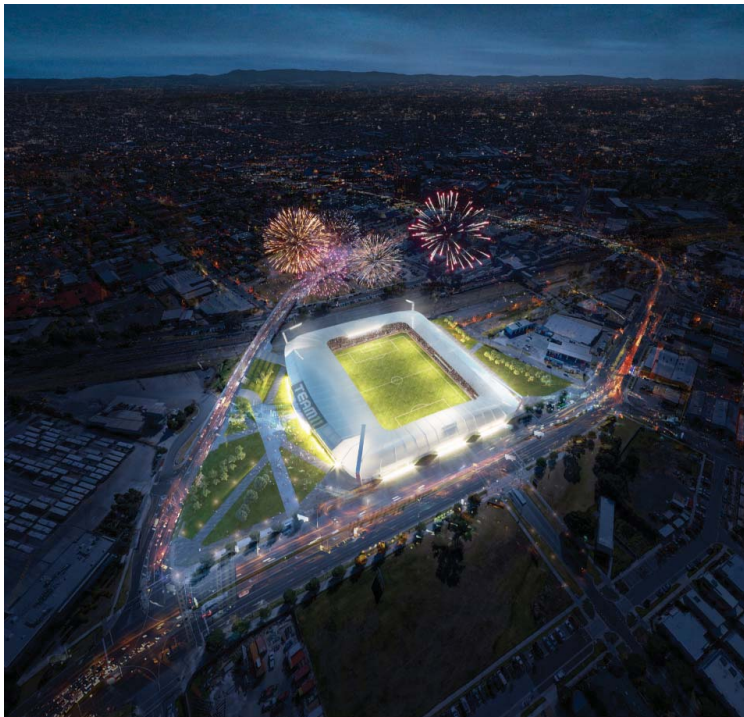
If the details of the attachment are unclear please contact Governance on 8571 5235.

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

Proposed Dandenong Stadium

Consultation Outcomes Report

October 2018



2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)**Introduction**

This report provides an overview of the community consultation process and associated outcomes for the proposed development of a Stadium in the Dandenong Activity Centre, associated with Team 11's bid to bring an A-League team to south east Melbourne.

Team 11 has been the subject of a widespread publicity since its official launch on 4 May 2017. Ongoing community engagement initiatives have included monthly e-newsletters, website and social media updates, media releases, consumer research surveys, club meetings / site visits, stakeholder meetings and promotion at various community events.

Following news of Team 11 being shortlisted as part of the A-League expansion process, Council resolved to undertake further consultation about the proposed stadium. More specifically, Council made the following resolution at the Council Meeting on 23 July:

That in accordance with the Greater Dandenong Community Engagement Policy, Council actively promotes and seeks public feedback on the proposal to develop a stadium in the Dandenong Activity Centre, associated with Team 11's bid to bring an A-League and W-League team to the south east region of Victoria.

It was agreed that plans for the proposed stadium be placed on public exhibition for a three to four week period providing residents and stakeholders with an opportunity to provide feedback in response to Council's stated position:

That a multipurpose sport, entertainment and community stadium be developed on Council land adjacent to the Dandenong Train Station (corner Cheltenham Rd and George Street), in association with Team 11's bid to bring an A-League and W-League team to south east Melbourne.

Furthermore, the community engagement process was required to 'inform' and 'consult' the community on the proposed Stadium development, acknowledging that existing plans are conceptual in nature and subject to more detailed planning, pending the outcome of Team 11's bid and State (and Federal) Government funding.

Consultation Methodology

Consultation for the proposed stadium was undertaken in accordance with Council's Community Engagement Policy and employed various techniques to maximise community participation.

Residents and stakeholders were invited to complete on-line or hard copy surveys and / or provide a written submission with their views of the proposed stadium. These consultation opportunities were promoted via the following:

On-line promotion:

- Website and social media (City of Greater Dandenong and Team 11)
- Media release
- Email to local football (soccer) clubs – in Greater Dandenong and City of Casey

Hard copy promotion:

- City magazine (October edition)

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

- Letters / mail-out to households / local residents in the vicinity of the proposed site – 2,074
 - Owner occupier – 291
 - Owner not occupier – 783
 - Rental occupier – 1,000
- Flyers and surveys made available at:
 - Customer Service Centres
 - Libraries
 - Aquatic and Leisure Centres / Stadium
 - Clow Street (Youth and Family Services)
 - Dandenong Train Station
 - Dandenong Plaza
 - Dandenong Market

The consultation period was undertaken from 10 September to 7 October (4 weeks).

Refer to Appendix 1 for a copy of the Promotional Flyer and Survey (hard copy).

Consultation Results

A total of **270 responses** were received as part of the proposed Dandenong stadium community consultation process. This included:

- 184 survey responses
 - 144 on-line surveys
 - 40 written / hard copy surveys
- 64 resident feedback forms (non-official form developed by a local resident)
- 22 written submissions

Survey Results

The results of the on-line and hard copy survey results have been combined and are summarised on the following pages. A total of 184 completed surveys were received.

Postcode of survey respondents

- The majority of survey respondents (58% or 107) reside in Dandenong - postcode area 3175.
- The next most prevalent postcode area represented includes:
 - 3173 / Keysborough 4% (7 respondents)
 - 3174 / Noble Park / North 3% (5 respondents)
 - 3082 / Endeavour Hills 2% (4 respondents)
- Overall, there was a broad geographic representation of survey respondents with 37 different postcodes represented.

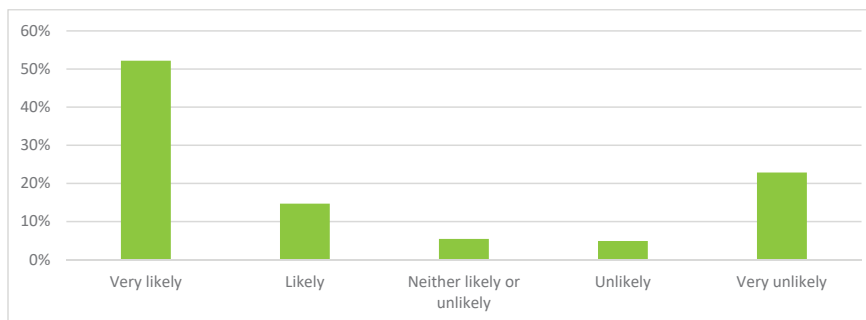
2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

Support for the development of a multi-purpose stadium in Dandenong to cater for the south east region of Melbourne?



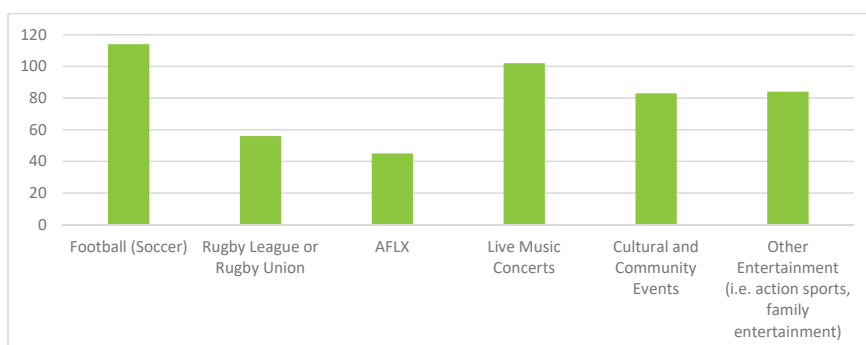
74% of respondents (136) support the development of a multi-purpose stadium in Dandenong. Conversely, 26% or 48 respondents do not support the development of a stadium in Dandenong.

Likelihood to attend competitions, events and functions held at the proposed Stadium in the future?



The majority of respondents (67%) are likely to attend the proposed stadium (52% very likely and 15% likely).

Types of events most likely to attend at the proposed Stadium



2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

Key observations:

- Football (soccer) is the most popular event that respondents would like to attend at the stadium, as indicated by 114 respondents.
- Live music concerts is the second most popular event that respondents would like to attend, followed by 'other entertainment (i.e. action sports and family entertainment') and 'cultural and community events'.
- A range of 'other' events were suggested by respondents including basketball games and shows (i.e. home and garden shows)

Comments about the proposed Stadium location adjacent to the Dandenong Train Station (corner Cheltenham Road and George Street)

Overall, 151 different comments were noted (from 184 completed surveys) about the proposed stadium location. In summary:

- 96 survey respondents (52%) made positive comments in favour of the proposed location. Such comments included the proximity to public transport and ease of access, the potential for the stadium to revitalise / transform Dandenong, benefits to local businesses and ability to bring the community together.
- 55 survey respondents (30%) raised concerns about the proposed location. Key concerns / considerations raised about the proposed location included:
 - Parking – insufficient provision, impact on residential streets (35 respondents)
 - Traffic congestion (19 respondents)
 - Negative impact on residential amenity (18 respondents)
 - Noise - impact on neighbouring residential area (14 respondents)
 - Waste of money / resources (14 respondents)
 - Anti-social behaviour / safety concerns (9 respondents)
 - Size of site - too small for future expansion and infrastructure requirements (4 respondents)
- A number of other comments and future considerations were also noted.

Refer to Appendix 2 for detailed comments.

Other comments

A total of 116 general comments were made by survey respondents (from 184 completed surveys) about the proposed stadium. In summary:

- 64 survey respondents (35%) made positive comments in favour of the proposed stadium. Such comments included the benefits for the south east region and local residents, the ability to increase the profile of Dandenong, cater for the growing population, create jobs and bring the community together.
- 52 survey respondents (28%) raised concerns and provided comments for future consideration about the proposed stadium. Key comments included:
 - Concern about use of ratepayers funds (i.e. 'waste' of resources) and / or the prioritisation of the stadium over other projects (23 respondents)

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

- Inadequate car parking provision – both current and insufficient future allocation (15 respondents).
- Concern about proposed location within central Dandenong and being close to a residential area (13 respondents)
- Traffic congestion - (9 respondents)
- Safety concerns / anti-social behaviour (7 respondents)
- Negative impact on residential amenity (5 respondents)
- Noise - impact on neighbouring residential area (3 respondents)
- A number of other comments and future considerations were also noted.

Refer to Appendix 2 for detailed comments.

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)**Resident Feedback Form (unofficial resident flyer)**

A total of 64 'feedback forms' were received during the consultation period. These forms were developed and distributed by a local resident and included emotive language about the proposed stadium – as detailed below:

Extract from flyer / feedback form:

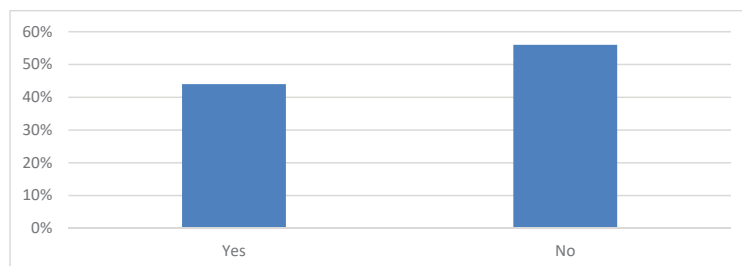
Do you want a massive stadium near your home?

- *Council are planning the building of a **massive** sports stadium near your home as part of an A-League bid.*
- ***A consultation period is now on – have your say.***
- *It is planned for seating 12,000 – 15,000 and increasing into the future*
- *Current plans have **no parking** which will mean visitors will park in your street.*
- *We are getting **no answers** on how much ratepayer's money this bid or stadium will cost.*
- *We are also worried about noise and anti-social behaviour.*

The results from the Feedback Form are summarised below.

1. Postcode of survey respondents

- All respondents (100%) reside in Dandenong - postcode area 3175.

2. Support for a stadium next to Dandenong Railway Station at the corner of Cheltenham Road and George Street?

- 36 respondents (56%) do not support a stadium next to Dandenong Railway Station at the corner of Cheltenham Road and George Street.
- Conversely, 44% or 28 respondents conveyed their support for the proposed stadium.

3. Comments:

A total of 61 comments were made by respondents about the proposed stadium. In summary:

- 38 respondents raised concerns about the proposed stadium. Key concerns / considerations included:
 - Parking concerns (27 respondents).
 - Noise - impact on neighbouring residential area (16 respondents)
 - Safety concerns / anti-social behaviour (16 respondents)

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

- Traffic congestion, compounded by narrow residential streets (14 respondents)
 - Waste of money / resources (5 respondents)
- 23 respondents made positive comments about the proposed stadium. Such comments conveyed excitement for the proposal and the ability to attend local games and events, ease of access / proximity to train station, economic benefits including job creation and the positive engagement of young people.
- A number of other comments and future considerations were also noted.

Refer to Appendix 3 for detailed comments.

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

Written Submissions

A total of 22 written submissions were received in response to the proposed stadium, as part of the consultation process. These submissions are detailed in the following table. In summary:

- 55% (12 submissions) were received in general support of the proposed stadium.
- 45% (10 submissions) were received in opposition to the proposed stadium, and more specifically, the proposed location of the stadium.

#	Support	Oppose	Summary
1	✓		I DO support the building of a Stadium next to the Dandenong Railway Station. I believe that the sporting venue would be very beneficial for CGD and their ratepayers. It would bring more financial prosperity, more vibrancy and long overdue recognition that Dandenong truly deserves.
2	✓		I am all for revitalizing this dying town. The city is congested due to not enough parking in the main street or else were within half a kilometre. Building a stadium is good next to a railway station bring life to the town. I live off Robinson street and parking is already premium, with new flats and town house's being built in the area. Unless the council increases the number of multi-story car-parks with in the CBD, businesses and traffic flow will continue to struggle. No additional car parking No Stadium, the Greater city is no longer great! PS I praise the people who worked hard to put/get cameras in the Hemming Street shopping area. SOME THING POSITIVE ALL CAN SEE.
3		✓	I don't want a massive stadium near my home. We no parking in my street. We are also worried about noise and anti-social behaviour.
4	✓		Firstly, I wanted to wholeheartedly show my support for the multipurpose stadium. My name is [REDACTED] I have lived my whole life in Dandenong and have loved every minute of it. I went to primary school at Dandenong Primary School, went to high school at Dandenong High School, played football for Dandenong City Soccer Club and have lived and breathed everything Dandenong. I am passionate about our perception, our future and our people and think that building such a stadium would be a tremendous step in the right direction that I have felt Dandenong moving towards over the last decade. Dandenong is Melbourne's second city and a stadium helps to cement this fact. There are a number of reasons why this would be a fantastic addition to the region which I have summarised below: Growth. The proposed site is perfect for a stadium being central in Dandenong and right next to the station. This will allow for an abundance of growth in an area that may not have had a lot of love lately and breath life into shops that have continually struggled to maintain consistent ownership. Being located on one of the most used railways lines in Melbourne makes it easily accessible for

9

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

#	Support	Oppose	Summary
			<p>individuals that would be wanting to attend events at the stadium. The stadium would not only help to stimulate the local business, but also provide a very high potential for growth in real estate prices in the area.</p> <p>Multiculturalism. I have always spoken highly of Dandenong and when asked about what it is like to live here and always found myself going back to the same point. Dandenong is about multiculturalism and acceptance. You could travel the world for years to experience what it's like to live within different cultures, or you can come to Dandenong. If you want to see the world, come to Dandenong. With so many cultures it's easy to understand why bringing a stadium and potentially a new A-League team to the area would thrive. Football is the world game, played in almost every country across the world and no other area in Australia has a passion for Football like Dandenong does.</p> <p>Strong Football Base. Dandenong has two high level soccer clubs in Dandenong Thunder and Dandenong City. Both which have shown great success in the past, which has been built off the love of Football in the local area. Both clubs could serve as feeder clubs to the possible A-League Team.</p> <p>Image. Dandenong has not always had the best image when portrayed in the media. I believe this is because people are often afraid of what they don't know. People are generally very quick to judge things without understanding the whole picture, however this is not always easy to change. A stadium could help breath a new light on Dandenong, it could help bring new faces to the area and with new faces a new outlook on Dandenong. This would further help with growth of the area.</p> <p>Future Generations. Dandenong has often been in the media for a number of different reasons, some of which have often been images of gangs of youth. Dandenong has always been great at identifying ways to engage youth to keep them off the street. We have the AstroTurf soccer pitches on the other side of the station, we have community programs among other things. This stadium also provides youth with something to do. Whether that be going to a football game, a concert of cultural and community events. But it's not also just something that they can do as a past time. This could be something that youth are able to strive for. An A-League team playing in Dandenong gives a lot of youth hope. It lets them know that they too could one day be playing on this stadium. If they work and train hard, if they play out of their boots or sing out of their lungs, they might be able to play on that pitch of perform on that stage.</p> <p>Non-football related. Football aside there are so many other reasons for this stadium to be built. As I had mentioned earlier Dandenong is about culture, its about music, food, coming together and other sports too.</p> <p>All in all this stadium would be a fantastic idea. It will help put Dandenong on the map. It will continue to support the multiculturalism that Dandenong has always prided itself on. It will improve an image that has not always been painted in a nice manner and give future generations something to do, something to strive for. There are many reasons that a stadium at the proposed site should go ahead, and minimal reasons for it not to. I hope this is all taken into consideration when deciding on both the building of a stadium and a bid for another A-League team in the area. This is not just a fantastic idea for Dandenong, but for South East Melbourne in general.</p>

10

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

#	Support	Oppose	Summary
5	✓		<p>It would be an opportunity for Greater Dandenong to focus on a positive vision such as this Stadium. Our youth will gain as well as our residents consumer workers and visitors who may come to our City, as well as other communities. It is being built near public transport which would be a positive for young adults and parents. Our youth need to be involved in more positive sports, as you youth with disabilities. I hope this may be one of many big visions for our city to gain in a positive way. We need far more vision in our City for our youth. It is far better than having them being bored. Lets not lose another opportunity to involve our communities.</p> <p>Don-put a notice in my letter-box. I am not sure who Don is or where he lives. I would like to say to this Don; when you live near public transport (train stations) and city centres, it is understandable parking in residential streets is going to be used during the week and on weekends. This has been so for a very long time. If it offends you, you may offer a young family trying to save on petrol and budget offer a park in your driveway that would be fantastic. Maybe more helpful than to stop what our city needs for our youth and communities, especially given opportunity for that side of our city.</p> <p>My other concerns and reasons I would oppose the stadium, if Council were to increase rates, which would cause a major financial burden on residents, especially on pensions.</p> <ul style="list-style-type: none"> • Will it be a burden on our City Council and will it have the capacity to stand on its own? • Where is the money going to come from? • Has government bodies offered grant money or promises? If so, is it real or another fairy election promise? • Has there been a public presentation? I would like to see a presentation on all that is going there and how it is going to draw that side of our city in a positive way with the other side of our city. Will there be room for growth? • How much has it cost COGD Council already for this proposal? • Was Greaves Reserve looked at as a potential larger possibility – moving clubs and redoing football ovals may have been a cost effective possibility and combining with the show.
6	✓		Yes, I would like to have a recreation centre in Dandenong.
7	✓		I agree in principal to the building of the Stadium, however without adequate car parking to is not feasible. Parking in the area is inadequate as it is. You have approved units to be built with only one car parking space and as most households have 2 cars all the street parking is used. People won't come to use the stadium without being able to park not everyone uses public transport. Having lived for 5 years opposite Etihad stadium people like to drive to events and now to use public transport.
8		✓	<p>It will be a great boost to the whole of Dandenong however parking is a must.</p> <p>Is this a joke? I didn't recently move to this area to have a stadium next to me.</p> <p>How about you concentrate on cleaning up Dandenong first. Furthermore why should my rates pay for this or get increased</p>

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

#	Support	Oppose	Summary
			<p>because of this when I didn't and am NOT asking for it.</p> <p>Third joke of it all is that there is going to be no parking associated with this. Once again tidy up the parking in this area before you bring more parking issues. I live in a street where there are people parking illegally and the council will do nothing about it. You can't control the parking now and have limited parking right there the proposed stadium so how can you control this.</p> <p>Lastly absolute joke that the council would even consider doing this. I would rather see a vacant patch of dirt than this crap.</p>
9		✓	<p>I have visited recently a group of friends who live at the Metro Village at Dandenong South. This place is a very quiet highly residential area. I heard about the building of a massive sports stadium and the related parking issues which would confront the highly concerned local residents.</p> <p>I feel sad and sorry about the would be plight of the local residents there, (whenever the stadium would have been built), considering that, the current street parking situation is already crammed, and how much more if many more vehicles from visitors (from sporting events), would be cramming their vehicles at those quiet streets which is highly unacceptable.</p> <p>There would also be unruly unsocial behaviour and fights, which would result from parking problems, including the noise which would be generated from sports events.</p> <p>The parking spaces at the Dandenong train station will also be potentially fully crammed whenever sports events will be held. The people waiting at the bus bay area will potentially also be affected by unsocial behaviours of stadium visitors.</p> <p>Please do not approve the building of the massive stadium. The stadium organizers should find another massive open space where there will be no much residential houses already built.</p> <p>Thank you so much for reading this plea email of mine for your kind consideration.</p>
10		✓	<p>Please do not proceed with building a stadium for the following reasons</p> <p>1) This was never in the council plan before. You councillors are elected by local voters and have to listen to our concerns. You cannot change plan willy nilly. The land is too compact to fit a stadium plus it is in the middle of residential areas</p> <p>2) This is a residential area. Metro Village is already over crowded and currently having traffic and parking problems. I know and live it every day as a resident. It does not make sense to erect another Massive Building in the vicinity.</p> <p>We already have a massive apartment block which by the way has Diminished/Spoilt the whole estate. If I could I would move out of the area. I have spoken to many residents and the sentiments are similar to mine.</p> <p>Imagine the noise (rock band concert etc), antisocial behaviour, parking nightmare which the poor residents in the surrounding area will be subject to permanently. I would not feel safe to even walk around</p> <p>How would you councillors like to have a Massive Stadium (with all its associated problems and challengers) next to your house?</p>

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

#	Support	Oppose	Summary
			Please do the right thing. Spare the residents a living NIGHTMARE !!!!
11	✓		<p>I fully support this proposal. Besides, I suggest that there should be eateries operating Mondays to Fridays for the convenience of local residents within this area, such as :</p> <ul style="list-style-type: none"> - cafes serving all day breakfast and coffee ; - Chinese / Asian restaurant serving lunch and dinner ; - European restaurant serving also lunch and dinner.
12	✓		I strongly recommend this stadium it will change Dandenong for the good!!!! I live close by and would absolutely love to see this happen best idea ever!!!! GO FOR IT.
13		✓	No, I most definitely am not in favour of a sports stadium being constructed in the proposed area. As a long-time resident of Dawn Avenue I have seen and felt the effect that the attendance for worship at both The Russian Orthodox Church and Mosque have had on the this once very quiet neighbourhood and now the proliferation of on street car parking has become absolutely diabolical and can only result at some time in a serious accident. In my case at 89 years of age and with a wheel chair bound wife who needs regular nursing visits [these nurses have already complained about the difficulties in parking] I find negotiating from my drive, and I always reverse park and drive out, fraught with danger especially now that the new access has been opened and Dawn Avenue is being used as a rat-race through to Cheltenham Rd by traffic from the estate[s] bordering Kirkham Rd. This plus the number of cars which are parked on bends and which I have complained about to Council to no avail, plus the possible influx of 4500 cars and their occupants into what is already a nightmare is too terrible to contemplate.
14	✓		<p>I am a resident of Hutton Street, which is adjacent to the proposed stadium area.</p> <p>Whilst I am in support of the aims of the bid, I do not think that the site area has enough space for the facility and for same level parking. I am concerned that parking may become even more of a premium in my area in the evenings if this is taken into consideration.</p> <p>Thus, I would only support this bid if in the design there was an option for underground parking or additional parking facilities in the other vacant lots around George Street.</p>
15		✓	<p>I am emailing on behalf to a group of distressed people who are very concerned to have the Proposed Dandenong stadium be built. The stadium will have a detrimental effect on the residents living esp in Metro Village.</p> <p>We just cannot imagine a massive stadium seating up to 15,000 people!! Please understand this is a residential area and not a recreational place here. We are very much worried about noise for kids and ourselves and anti-social behaviour that will happen. There wouldn't be any peace around. No one would like a stadium at their door step.</p>

13

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

#	Support	Oppose	Summary
			<p>People living outside this area, would support a stadium for their convenience, but what about us the poor people of Metro Village and surrounding who have to suffer the consequences. What worse the noise and the fear we have to live with for the rest of our lives in Metro Village.</p> <p>Besides, it will affect the parking, there wouldn't be any parking on the streets. Actually, it is already overcrowded and there is a lack of parking spaces. So many high rise apartments and we have to fight to secure a parking. And if by luck someone gets a parking, sometimes other passing cars come and hit with the parked cars as the streets are so narrow. It has happened to us couple of times, very stressing....</p> <p>Also there are barely any parking to park cars near the Metro Village shops. It would be ideal if there would be some parking spaces for patrons to park their cars. What about the empty space opposite the restaurants and shops? Can they be provided as parking for cars? So many near accidents have occurred as there are no more space parking areas. One should live here and understand our misery.</p> <p>We are very depressed to hear a Dandenong stadium opposite Metro Village, We are concerned more as it will definitely lower our property values and no-one would want to buy our property even and want to live here. Actually there have been a lot of complaints of overcrowding from visitors.</p> <p>Can we suggest that the stadium be built in the Basketball stadium in the Police Paddocks on Stud road? There are plenty of spaces over there.</p> <p>Please take note of our concerns, we are having sleepless nights since knowing the building of a stadium here. Please consider your poor people who vote for you. Please we all need your help and big support now. We are voices crying for help!!</p> <p>Thank you for your consideration and we sincerely hope that you wouldn't take into consideration to build a stadium. We are all appealing to your compassion.</p>
16	✓		<p>I would like to provide feedback on your letter dated 18th September in relation to the above Proposed Dandenong Stadium. My husband and I love the proposal, our only concern is we live in Station Street, Dandenong and have limited parking as it is. What will the parking be like if the proposal goes ahead. We would not like to see it affect our Street.</p> <p>This would be a great thing for Dandenong and we are in full support of it.</p>
17		✓	<p>It is unacceptable. It's a residential area. Lots of noise in Metro village. Anti-social behaviour, not safe, fights and no parking crammed already. On behalf of distressed residents. Group of people in Metro village.</p>
18		✓	<p>I jointly own 2 units in Hutton Street with my sister and on perusing the map of the proposed stadium, it appears that our properties may be in that precinct. If that is the case, can you please inform us as owners what the plan would be?</p> <p>That area of Dandenong is high density living and my concern lies with the current property owners and the tenants. I feel that it</p>

14

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

#	Support	Oppose	Summary
			<p>will totally change the landscape of the area not to mention displace thousands of families.</p> <p>The area along Cheltenham Road is relatively new development. Why was this area developed with housing and apartments when the council is now considering locating a stadium there? So many residents now reside in that vicinity. I am very concerned as to their future. Considering that Melbourne has a housing problem, I do not understand why such a business venture in that site is even being considered. Shouldn't housing people be a priority for the council and government?</p> <p>I am also concerned over the traffic and congestion; let alone the noise that it will create. Existing parking in that area is already a problem.</p> <p>As you can gather, I oppose the proposed Dandenong Stadium at that location. Even the MCG is located a considerable walking distance from Richmond Station and residents. I ask that the council reconsiders this proposal on the current site. Please think about your rate payers and residents.</p>
19		✓	<p>My name is [REDACTED] and I am writing to you regarding the recent letter that I received concerning the proposed Dandenong Stadium. I jointly own 2 units in Hutton Street with my sister and on perusing the map of the proposed stadium, it appears that our properties may be in that precinct.</p> <p>If that is the case, can you please inform us as owners what the plan would be?</p> <p>I overall think the Stadium is a great way to inject money back into the economy but at what human cost. I am quite surprised that the proposal is planned for the heart of residential Dandenong.</p> <p>What concerns me is - that hundreds and hundreds of low social economic migrants and refugees are about to get displaced. These people can actually afford a 'roof over their heads' in Dandenong and with Melbourne housing prices as they are, I doubt that they can easily find another dwelling nearby.</p> <p>The area around Dandenong station has many high density apartment dwellings especially opposite the station area where the proposed Stadium is supposed to be built. Can you imagine the noise and the increased traffic conditions for the people in the area? What about all the 'new' apartments that have just being completed in the area opposite the station? I'm sure they weren't planning on living next door to a massive Stadium when they purchased their property. In a climate where homelessness abounds, do you really want to be responsible for adding to this number instead of minimising the human need for a home?</p> <p>I am pleading with you to find another suitable location which will not impact the people of Dandenong as much as this Stadium will. Driving back from Berwick today, I noticed the colossal oval areas near Bunjil Place at Fountain Gate that would also be quite perfect for this Stadium. It's still in the South East corner of Melbourne and it would spare hundreds and hundreds of displaced residents. What about building the Stadium at 103 Princess Hwy in the 4 lots of land that has just being purchased in Dandenong South? You would have to buy back the land, but the government can do anything 'right'? It's near industry and no residents would be impacted. How about building the Stadium near the overpass of East Link M3 where there is much empty land and create car</p>

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

#	Support	Oppose	Summary
			<p>parks opposite the station that can be used for multi-purpose parking. Train travellers during the working week and Stadium parking during special events. If I can creatively find other options, surely you can!</p> <p>The reason I have included you Hon Mark Dreyfus QC MP in this email, is that I know that when any City Council calculates the rates it charges a resident, it annually values a property and then charges the resident accordingly to a specific formula. But what concerns me is that this valuation does not stand up when the government or City Council wants to forcefully acquire a property back. Why is there such a discrepancy of what people are paid back when a property is forcefully acquired? Why do these double standards exist? This needs to be addressed, such as so many issues that are in the public media: the money hungry banks, the selective deaf insurance companies, the uncaring age care facilities and the local City Councils who do not reimburse the entitled 'valued' amount of money, back to residents when properties are forcefully acquired.</p> <p>Thank you for taking the time to read this email. There must be a way to work this out with both parties –City of Dandenong and the residents can win!</p> <p>I look forward to hearing about some alternative locations when building the proposed Dandenong Stadium</p>
20		✓	I want to say big NO to the creation of the stadium in Dandenong as already it is very crowded and residents having trouble with robberies, gangs, drugs, attacks and parking problems. Please no no no.
21	✓		Yes!
22	✓		My name is [REDACTED] and I am a landlord of [REDACTED] Cheltenham Road, Dandenong, 3175. I agree with Dandenong council to build new stadium.

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

Appendix 1 – Copy of Flyer and Survey



'Team 11' is the name of the bid to bring an A-League and W-League team to south east Melbourne and includes plans for a multipurpose Stadium in the Dandenong Activity Centre. The City of Greater Dandenong is seeking public feedback on plans for the proposed Stadium, which includes the following:

- **Site:** Council land adjacent to the Dandenong Train Station and bus interchange (corner Cheltenham Rd and George Street).
- **Scope:** Multipurpose sport, entertainment and community stadium with a rectangular playing field and initial seating capacity of 12,000-15,000 (with the potential to expand in the future). Plans also include multipurpose function spaces suitable for community, corporate and private use.
- **Proposed Uses:** Home ground for south east Melbourne's A-League and W-League team (pending a licence being issued to Team 11) and suitable for rugby league, rugby union, AFLX, music concerts, community and cultural events and other entertainment.
- **Considerations:** The construction and operation of the proposed Stadium is subject to State (and Federal) Government Funding and an A-League licence being awarded to Team 11.

To have your say, please complete this survey or send an email to recreation@cgd.vic.gov.au. For more information, please contact emma.michie@cgd.vic.gov.au or visit www.weareteam11.com

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)



Concept Plan - Artist Impression



Concept Plan - Artist Impression



2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

Proposed Stadium Site

**Proposed Dandenong Stadium – Community Survey**

1. Do you support the development of a multipurpose stadium in Dandenong to cater for the south east region of Melbourne?

☐ Yes ☐ No

2. How likely are you to attend competitions, events and functions held at the proposed Stadium in the future?

☐ Very likely ☐ Unlikely
☐ Likely ☐ Very unlikely
☐ Neither likely nor unlikely

3. What types of events are you most likely to attend at the proposed Stadium?

☐ Football (Soccer) ☐ Live Music Concerts
☐ Rugby League or Rugby Union ☐ Cultural and Community Events
☐ AFLX ☐ Other Entertainment (i.e. action sports, family entertainment)
☐ Other (please specify):











4. Do you have any comments to make about the proposed Stadium location adjacent to the Dandenong Train Station (corner Cheltenham Road and George Street)?

19

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

5. What is your post code?

6. Do you have any additional comments to make about the proposed Stadium?

 Phone 8571 1000	 TTY: 133 677 Speak and listen: 1300 555 727 Online: relayservice.gov.au	Find us online 
 Fax 8571 5196	 TIS: 13 14 50	greaterdandenong.com
 council@cgd.vic.gov.au	   	

Thank you for completing this survey.

*Please return to the feedback box provided, or
send to City of Greater Dandenong, PO Box 200, Dandenong, 3175*

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)**Appendix 2. Survey Results – Detailed Comments****Comments about the proposed Stadium location adjacent to the Dandenong Train Station (corner Cheltenham Road and George Street)****Comments in general support of proposed stadium location.**

1	1. Seems ideal for easy bus and train access. 2. If a performance has 15,000 people and half arrive in cars, each car having 4 people that means 1,800 cars will be parked nearby. I guess there will be multi-level underground parking built?
2	Please ensure actively monitored CCTV, well lit areas with safe passages to and from transport options. The location is great, as long as you invest heavily in the safety and security of your patrons.
3	Perfect location. Second location (Dandenong Showgrounds)
4	Great location!!!
5	This will absolutely transform Dandenong, and give the region a massive boost.
6	Great location. I work in Dandenong and the proposed area would be easy to get to and would create a fantastic hub for business and the community.
7	Great idea.
8	I'm in favour. And am here because of a mail flyer which wanted me to disagree. I don't like sport... but sport is a good thing. This could also be good for nearby businesses.
9	Make sure it contains basement car parking but learn from lessons about the construction of 'Marval Stadium' about the impacts it will have on the playing surface. A comprehensive transport strategy is required as nearby streets already struggles for traffic congestion. Opportunity to improve connection from Dandenong Station, including an enhancement to the existing bus interchange at the station. But building a bus interchange by the new stadium will save space and can be used to improve the public realm.
10	Imperative for Dandenong's growth as a major city in the S.E.
11	It is extremely important for communities to have venues to hold events which can galvanise a sense of connectedness and community. I feel this is especially relevant today. As work, housing pressures, cultural identity and struggles with life/work balance have become pressing issues for many.
12	Should have been done years ago.
13	Just what is needed
14	Great spot!
15	Let's get it done! That area isn't properly used and would be great for a sports stadium with it being located right next to a train line!
16	Great location
17	Will definitely be a huge hub for the community.
18	Good location given vacant land and close proximity to Dandenong CBD and public transport hubs.
19	Perfect

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

20	This would be so awesome!!!
21	I live very close to the proposed site and am hoping it will raise the profile of Dandenong, improve the look of the area and increase the value of my house as well.
22	Fantastic area. 10/10.
23	Good.
24	Perfect spot.
25	Considering the growth corridor out this way it is a fantastic location for all walks of life. It is accessible to all and creates an amazing employment opportunity.
26	I think it would be great. We need it please. Go ahead with it please.
27	This would be a wonderful addition to our community (notwithstanding the inconvenience of when it is being built).
28	I think its great use of site and it would be nice to go watch A League game there.
29	I think this would be a great inclusion into Dandenong. More people on the streets. More jobs. More businesses. A positive for Dandenong. A reason for people to visit. Hopefully the Council and businesses get behind this great idea.
30	This a wonderful project, it will bring lots of opportunity to the Dandenong CBD. I fully support this project as resident of Dandenong
31	Having easy access to the station and other destinations in Dandenong as part of the stadium should be a priority
32	Its time Dandenong had a world class facility. Dandenong is the gateway to the south eastern corridor. If planned well with appropriate parking and road planning, this could really bring a great facility closer to the people. It should be multiuse and parking should be available to train travellers in times of non-use.
33	Near trains & buses, perfect.
34	Very excited, get the job done whatever it takes.
35	Within budget and best use of the facility. Maximum benefit to community welfare.
36	Welcome that proposal
37	Love the positive changes happening in Dandenong. Families and young people should have more entertainment in sports venues available. Its our responsibility to resource them, engage them in sport. They will have less time for violence and fighting on the street.
38	What a location this would be. Right in the heart of Dandenong, easy access via the train. Not only will there be an atmosphere, but will allow all fans and stadium goers to enjoy and support local Dandenong businesses by enjoying local restaurants, cafés and bars. With the support I see already from the local football community and the wider community, the location and prospect of this stadium is exciting!!
39	Is a perfect proposal
40	Good location, central, close to train station. An aside, as a current car permit holder for Carroll Lane carpark, where will I park my car... 😊
41	Great location to ensure you don't need to drive to get there
42	Great Project

22

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

43	I support the location but I think an alternative orientation should be considered if feasible
44	Make sure the trains are actually running and running more frequently before and after an event (Cranbourne Line)
45	We need our own Dandenong stadium.
46	Please build the stadium. It will be great for the Dandenong community.
47	Please let this stadium be built at dandy!! ((:(((
48	Best thing to happen to Dandenong and the South East in a LONG time!! 100% back it
49	Bike path along the tracks to join up to yarraman bike path, would allow people to ride to the stadium also.
50	Great location. Easily accessible. And close to some good cafes and restaurants!
51	Location good, but I have concerns over stadium attendees taking up parking in the Metro Village 3175. Also there is a concern the some may park in the wide lane ways blocking resident access in and out of garages and not able to park in the streets due to Stadium functions. So I would like the parking in Metro Village to be carefully considered.
52	Excellent idea
53	Very good idea & like location + encourage members with free public transport for games
54	Happy with location. Public transport use is important. Buses as well and space or taxi rank. Adequate parking arrangements still needed. Plenty of parking spaces also shouldn't be ignored.
55	I think it's brilliant to have a stadium in easy walking distance of any train station, and for it to be such an important transport hub like Dandenong is brilliant for the south-east. Not having to go all the way into the city for games will make an enormous difference!
56	Make it for 20,000
57	Good location close to Dandenong CBD and public transport hubs.
58	Great space as you will not need to spend money on transport
59	Great location Should be named after the old stock yard that was on this site
60	I used to love going to Waverley Park to watch the Saints play, but the biggest problem was lack of transport, it was a nightmare getting in and out of there. But with the train station next door, this is perfect. I'm from Langwarrin, but even I'd drive to Frankston Station and get a bus (although you should do a deal to get shuttles or express buses from places like Frankston).
61	Great location! Walking distance from the train and bus services. We believe that the stadium will definitely change the reputation of our city and especially our train station, but you must make sure that there is going to be 24 hr police surveillance or patrol around the stadium. We wouldn't like to see this great effort to become a ghetto in the future.
62	Makes it so easy to get there. If it was at Greaves Reserve or Ross Reserve it would be too far away.
63	This is the perfect site. Imagine if the old Waverley Park had a train station next to it, it would have worked so much better.
64	This will create jobs for the youth and put our region on the map
65	I represent a club with 600+ playing members. Atm only a small percentage can afford to frequent events in the cbd, a local stadium would see more

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

	than 1/2 of our members attend similar events.
66	Great location. Great public transport access, a huge bonus for the businesses in the area.
67	Great idea for Dandenong.
68	Fantastic location providing easy access for commuters
69	Dandenong needs something like this
70	Allocate parking space for cars as well
71	Appears to be a sensible location. Will parking be considered?
72	Build it please
73	Excited at the prospect
74	Fantastic idea - 100% in support of it
75	Great location
76	Great location
77	Great location
78	I believe it is an amazing location. It is within the heart of the Dandenong community and also within touching distance of Dandenong Train Station which will be key to attracting plenty of numbers to games from all over Victoria.
79	I believe the location allows for the greatest access to the people of the South East
80	I think the stadium will foster participation and unity to the Dandenong community. However, I have some practical concerns regarding the lack of parking on the stadium site. As Dandenong is already a high density area, I am concerned that this will make local streets congested, dangerous and difficult to commute.
81	I think this will be a fantastic addition to the City of Greater Dandenong
82	It's a fantastic location to have the proposed stadium within walking distance of the train station. I can see the potential for this stadium to become a sporting and community hub for the City of Greater Dandenong.
83	It's a great location for a stadium.
84	It's a great location for stadium
85	It's the perfect location!
86	It's close to the station which makes it ideal for transport. That land has been vacant for so long so it's great that it's been proposed for someone that 3175 will benefit from. There's enough housing access at Metro and more is needed on the station side.
87	My name is [REDACTED] and I am the [REDACTED] of a Community Football (Soccer) Club, Endeavour United (EUSC). EUSC has 270 registered players (and growing) and over 500 parents / volunteers involved. Whilst I would ideally like to be within walking distance, the proposed stadium location is ideal given the access by rail / road and will breathe life to an area that has been vacant since the stock yard closed in 1998. It will also bring much needed investment from government and private enterprise and will build on Dandenong as a Cultural Hub in the Southeast. I, together with many

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

	locals I have personally spoken to, are very excited at the prospect of a quality development in our region.
88	Perfect Spot
89	Please keep pushing Team 11! We NEED this to happen!
90	This is a brilliant idea.
91	This new stadium will be great for sport, our region & also our generation of kids who in the South East need another option locally for events.
92	This will revitalise Dandenong completely. Very good to improve the social profile of the municipality.
93	Use the Stadium's car park when not in use as additional car park for Dandenong Rail Station.
94	We NEED this to HAPPEN. Dandenong needs it, the South East Needs this. The people need this to happen.
95	Will it be a seated stadium? If so, will the seating be undercover for the protection from the adverse weather elements?
96	I think it is a good place to build the proposed Stadium for community who will come to the Stadium. It will be like the MCG and Richmond Train Station.

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)**Concerns and future considerations regarding proposed stadium location.**

1	Proper traffic and parking management is very important. Effective and efficient bus / public transport is required.
2	The location is not suitable as it will affect all residents who live in close proximity. A stadium such as this should never have been considered close to residential properties. The increased traffic, lack of parking and noise are all reasons why the stadium should not be built. I believe that users of the stadium will not all come to Dandenong by train. The proposed land belongs to all Dandenong residents and should not be used for the purpose of building a stadium.
3	Bad location that will only contribute to more traffic jams and slower flow of traffic
4	Too far away and difficult to get to from where I am.
5	There is no need for this at all.
6	Is the location able to support later redevelopment / expansion? Will it impact on surrounding residential area eg. Noise level and parking in particular? Crowd control? Can the Dandenong rate payers really afford a Stadium?
7	Dandenong needs better schools, roads & hospitals. Not white elephant stadiums.
8	Don't see this being successful when most of the area is full of junkies!
9	I live opposite the proposed site and am strongly opposed to this proposal. Metro Village already has enormous parking and traffic issues. We need more green space not a stadium. The area should be developed as parkland with a playground and fenced off leash for dog owners. The small playground beside the creek is insufficient for the number of children in the area. Metro Village has enough problems. We do not need a stadium. We need more accessible residential amenities.
10	Preferring dwellings instead of public place where large crowds gather. It could cause chaos and unruly behaviour. Not good for the area and people who live there. Houses and apartments are a lot better.
11	Would parking affect residents on the opposite Cheltenham Road side of the stadium?
12	Why don't you spend your money on something useful for the area? A soccer team playing 15 games a year in Dandenong does nothing, but infrastructure we use every day adds much more value!
13	Terrible place to have such a white elephant
14	This site is not sufficient for the proposed size of the stadium and car parking. How much car parking is actually proposed for this stadium?
15	Use the land for something useful
16	I am against the dislocation of so many 'low social economic' people losing their affordable housing and not being able to afford anything else. Property is expensive and the market is super difficult to get into nowadays. I have also heard that the Council does not pay out residents as much as their property is worth when they calculate their rates. Charge more but pay back less. This is another dishonest business practice that needs to be exposed. Not against the Stadium just against building it in residential areas with dislocation, increased noise and traffic conditions. The M.C.G. doesn't seem to encroach on any of these issues.
17	I do not believe this site is large enough for a stadium to enable future expansion and to also provide for the parking that would be needed. There is no

26

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

	detail provided about car parking? How many car spaces are included in this proposal?
18	I objecting to this proposal as being a resident directly across the road, this impacts me and my family significantly especially with the additional noise pollution and parking issue which is already a problem within the area. We brought in the area due to the quietness and with the view that residential houses would be built across the road (where the proposed stadium is going to be).
19	I strongly feel that Dandenong does NOT need a Stadium. It will dramatically change the landscape and feel of the area. It will also displace many residents in the Dandenong area. Considering that Melbourne has a housing shortage, I don't feel that a Stadium of that magnitude in Dandenong is a solution. I am also concerned over the congestion that it will create in the area.
20	Dandenong has the basketball stadium. I disagree with spending millions on a proposed A-League stadium. Too big. Too much traffic congestion already in that area. Could attract drugs, drunks also. More illegal parking, not enough parking officers already. Spend more money on footpaths and fine people for parking on nature strips - a State law! Sport is well catered for in all CGD. Spend more money on cleaning up dumped rubbish instead of CGD looking like a third world city.
21	I agree with the addition of any structure that encourages the community to come together, and any project that cultivates social and especially sporty recreational activities. However, as this is planned to be built across the road from my apartment in an already over crowded neighbourhood that does not have enough street parking to accommodate the residents of the area, let alone visitors or customers of the local businesses, I have to object to its completion. Not only is this going to disrupt travel along the road I live on for what is likely to be upwards of 12 months, limiting not only driving traffic but residents walking access to public transport. This will also cause even more difficulty for residents of apartments, houses and town houses that have nowhere else to park but the street due to the lack of available parking in the apartment block and the obvious over crowding due to the low socioeconomic status of the area. If it could be guaranteed that this would not negatively impact on my life I would be all for it but unfortunately there is no possible way that this could happen.
22	Who is funding this? We have bigger issues in the area than catering to a new soccer team for 2,000 people. There's enough money going to sports as it is.
23	Parking is already at its limits on this area. Noise levels and traffic would increase further impacting the appeal of this side of Dandenong which is a quiet area. Crime and disorderly behaviour could increase. This would negatively impact the property value and appeal.
24	The proposal lacks detail with respect to the direct cost and benefits to ratepayers. How much will the stadium cost and what will this include? If the State Government is expected to provide funding, what will it be given in return? How will the building of the stadium be funded? The site is a valuable asset for the municipality. What will be the direct inflow of revenue toward the Council budget on an annual basis? In addition the proposal does not provide any detail regarding car parking that will be available/provided with the proposed stadium. Parking is critical and the site does not appear to be large enough for the proposed capacity, adequate car parking and to also have room for future expansion. As a resident I would have expected much greater consultation by now and greater transparency given bids were submitted in August 2018 according to The City Magazine.
25	Not ideal place. Agree a stadium would be great but many would drive there causing traffic headaches. I understand it is next to the station but didn't mean people will really use it.
26	It's way too close to families & homes. Traffic will be horrendous- why not build further out so homes won't be affected by noise & traffic!
27	A better location would be the old general motors site

27

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

28	Other issues should be fixed in our area before a soccer stadium is built
29	Building a stadium in the proposed location will only add to the already existing problems of the area. As a resident of Metro Village, we already suffer from the way the area was developed, most residents have more than one car and most houses have one or no car space to park in, this means the streets in Metro Village are constantly crowded, with residents parking in no standing zones, parking cars so close to other cars that you cannot move your car, so close that people cause damage to your car, park in a way that the street becomes one way street and in some cases park in a way that blocks the road. Dandenong train station is already under serviced for car parking and commuters already use Metro Village to park and walk to the train station. I have had days where I have moved my car from where it is parked on the road and someone has been waiting to park in my place. I have returned home on days, not being able to park my car near my own home. With the construction of new homes and a new apartment building as well as the surrounding business using the streets to park scrap cars and cars waiting to be serviced at the mechanics, there is not enough car parking on the streets let alone parking to accommodate visitors to the proposed centre. When the centre was first proposed, my partner contacted Dandenong council to ask if parking in the area would be restricted to residents and we were told no such restriction would be applied. I am not sure where else I am expected to park to be in my own home considering other parts of Dandenong have heavy parking restrictions or are paid parking. How am I supposed to bring my shopping home, and what should I do late at night if I have to walk a long way from where I can park to my home? Not only do I have concerns for parking but there are also concerns for noise. The estate is already built in a way that I can hear everything my neighbours do, I have concerns that concerts and large crowds could cause significant noise late at night including when people are returning to their parked cars in the surrounding streets causing serious disruption to my ability to have peaceful enjoyment and rest in my own home. I also have concerns that a stadium would place a strain on existing infrastructure such as internet and mobile services, which in Metro Village are so degraded that they are almost unusable. If you cannot provide residents and ratepayer's reasonable services in the area, then the government and councils focus should be on resolving such issues before they bring in new problems.
30	Concerns regarding traffic and parking. Particularly with the 3175 metro village across the road. Some will take public transport, however the train line is only conveniently accessible to a small minority of the South East as residential developments expand well beyond the line.
31	The location is ridiculous. I have a disability and already have to walk blocks to my apartment because the council believes that it's more important to cater to businesses than people who can barely afford housing. Putting a stadium here would make my housing unliveable. Any time there is an event I will not be able to park within kilometres of my building. The close proximity to the residential area would also make sleeping impossible in a location already plagued by noise complaints.
32	Where is the designated parking? Too far to walk, not safe at night, not family friendly esp in winter
33	Parking in metro Village is already atrocious. There is not enough parking for residents and zero parking for patrons of the two restaurants here. Our streets are effectively one way streets due to the number of cars and there are often times where I can't get a park in front of my own house. Council has done nothing to ease this problem and its only getting worse with more apartments being built. The stadium would need to provide parking for a capacity crowd to avoid further inconvenience to residents.
34	Current road infrastructure cannot manage increase in traffic. Despite rail station being near, many people in SE will still need to drive. The result will be very bad traffic congestion, and if there is not parking at the site, there will be big problems with parking in residential areas.
35	As a prominent member of the community, I will actively campaign against this development as a severe waste of taxpayers' money

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

36	<p>I feel that the location suggested is not suitable at all. For years the advertisement has always been that the area will be a mixed retail/residential area. Never anything about a stadium. Building a new stadium in high density residential area will not work. Exhibit A is the docklands and the Telstra dome that is there. The docklands did not and has not met any of the goals the developers initially set up. You could call it a failed suburb. There are a number of reasons the stadium is not a good idea. Firstly, even though there is a train station close by, many south eastern suburbs are not linked to it. Anyone living on the frankston line, living in Mulgrave, Keysborough, Dingley, Rowville, Dandenong North, Wheelers Hill, Extensive suburbs like Berwick and Cranbourne would not catch a train to the stadium. They would drive their car. Parking is a nightmare as it is. Metro village - many residents have 2-3 per household and only 1 car space. Street parking is already difficult as it is. Add a stadium with expensive parking and people will be blocking up the residential streets even more than they already are. Secondly is the noise. Many residents of Dandenong are early risers and shift workers. Constant noise from a venue will affect people's ability to sleep well and to work well. Thirdly is the increased risk of crime and unsocial behaviour. Rivalries amongst different nationalities and cultures and clubs would create an environment where police and law enforcement would be a constant presence. And an increased chance of unsocial behaviour at the stadium during evening/night hours. Having a large stadium would mean an large, massive increase in vermin of mice, rats and seagulls. As dandenong is a high density suburb already there are already big issues with mice, rats infestation. Add a new stadium and it would be a full blow plague and disaster. People homes and people's lives would be put at risk. Further more it would further tarnish Dandenong's reputation which it has for years been working on to improve when we get labelled the Mice Capital of Melbourne. I am surprised that the government and council have not presented us with a short list of possible locations. Surely this location was not the only one. there already is the Dandenong thunder soccer arena. Could that be extended? How about looking at re opening general motors train station and building out in dandenong south. If they only keep Waverley Park as it was, we would have built the Rowville link by now and we would not be needing to have this discussion. Other options could include Ross reserve in noble park. It is next to a train station. Also looking a sandown greyhounds and sandown park. Also has a train station. Also review Keysborough and the area around the indoor sports stadium there with existing soccer fields. Traffic congestion is also a concern. Considering only Cheltenham road is the only main road. Which can be very busy at peak times already. I am a big supporter of Dandenong and I have lived there for a number of years. I am not against a sports stadium, I am against the proposed location of the sports stadium. Dandenong has been working so hard to change its reputation and perception of being basically a 'slum' and building a sports stadium in high density area will make it a mice/rat and vermin infected melting pot and we will become the laughing stock of Melbourne and Victoria. \</p>
37	<p>It would cause a mice and rat plague a dot would ruin properties and house prices and we would become like England in the Victorian times. It would b terrible for people living around. People wouldn't catch the train to the stadium. If you live in keysborough, Dandenong north, Rowville, doveton, wheelers hill, dingley, Frankston train line, extensive suburbs like Berwick and Cranbourne were people live far from the suburbs train station would still drive. There is no parking in metro village now as it is</p>
38	<p>Worst location ever. It's already hectic at peak hours driving around that area and very limited parking for nearby important businesses eg centrelink. Why couldn't a proposal been done like what springers leisure centre did?. They built outdoor soccer fields etc onto their existing land. I propose the site should be either not go ahead or moved further out of the congested area of dandenong and onto the land of the existing dandenong stadium and build a soccer stadium out there as theres parking and near the m1 freeway. Theres a bus up that way and theres available land. Dandenong station has minimal parking already and its unfair to locals to who want to travel into the city with no parking at dandenong station... Imagine a friday night... you try and park at dandenong station, wait ages for train to head into the city to richmond station to the mcg.. crowded peak hour service of people heading to the mcg to watch afl games and people returning from work. But then you get to the platform and find its super over crowded with people</p>

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

	heading to the mcg and people arriving to dandenong for soccer Will thr government put on more carriages or more trains? Or will people have to drive to nearby other train lines to get in and out of the city? Will there be an increase in dandenong station parking? Extra busses running around? My bus line is once an hour for a 5 min trip up to dandenong station. No late night services and no other option than to get order an uber. How will local business owners feel with reduced customer parking? Will they have to open longer hours and more staff? Or will they suffer and leave? Road congestion will triple at peak times for those heading into and out of dandenong. More chance of traffic accidents and pedestrian injuries. Will an overhead walkway like princess highway be added? What about noise for nearby residents? Will the roof be closed?
39	Waste.
40	Concern for parking and east of entry / exit
41	1. Privatising public space is always a bad idea. The money that will need to be spent on the stadium would be better applied to building public sports fields and grass-roots sports programs. A stadium should go to an area that has main-road access and existing sports infrastructure, such as the Stud road stadium. 2. The stadium would present a major noise problem, from events, and from arriving/departing crowds. Traffic and parking would present serious problems: Cheltenham road is very constricted at the proposed site, and there are no significant public parking options available. This would significantly impact quality of life for local residents in the Red Gum ward. 3. There is no benefit for the local community. (see point above about grass-roots sports) While Councillors may enjoy private corporate boxes, most residents will receive no benefit, and will have to pay for access. Retail food businesses in the immediate vicinity of the stadium may benefit from additional foot traffic, however they will likely face higher rental costs. Plus, the cultural character of Little India will be destroyed, as garment and specialist stores are pushed out in favour of further food retail. 4. Public order will suffer. Dandenong city does not have sufficient police resources to manage the size of crowds proposed. Given the nature of crowds attending sporting events, the proximity of the stadium to residential frontages will result in property damage; either from direct actions, or indirectly through foot-traffic, congested parking, and littering.
42	Stadium in the middle of residential area? Noise, crime, traffic = lower house prices. Better get a rate cut. Have a look at how much work and moment they had to spend on Olympic park roads, trams, and trains. Dandenong station can't even handle a couple of hundred people, and you expect 15,000 people to fit? Bad idea, you lot haven't thought it through at all.
43	No information has been provided about car parking. Why has no consultation occurred to date? Why is Council seeking feedback AFTER submitting the bid in August and not BEFORE?
44	Dandenong is having highest crime rate. This Stadium near by station will increase crime rate. If you want to do something to people, please increase police force at night time. Because I saw one car stealing by robbers. Police came after 20mins. Did nothing.
45	This whole proposal has to be a joke right? Surely the council didn't fund the Team 11 bid for the first 6-8 months of its existence. Is that what my council rates are going towards?
46	Waste of tax payers' money.
47	Not needed
48	Money could be well spent on upgrading the Station which has been promised for years. It is so difficult to get to the trains if you are disabled. I am against the proposed stadium because of the traffic jams it will cause and pedestrians trying to get home from the events. Also the noise from concerts will upset the local dogs. People will park in the side streets to avoid fees so our streets that already are hard enough to travel down will be clogged.

30

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

49	The apartments across the street are going to lose so much value once the stadium is built. Also what's being done to keep Metro Village 3175 safe and quiet after the stadium is built?
50	Other more important projects for our community
51	I don't want it!
52	Large parking area will be needed. No parking fee.
53	The council should have asked residents who live nearby what their opinions were. It would be a different scenario if the stadium was there first and then residents complained. A stadium close to a high density residential living will not be great.
54	This is a bad location. Low socio economic classes and very few people would catch the train. Would also encourage people to set off flares in a suburban environment.
55	Where is the parking? Would there be shops and other things to attract people or to keep them around after games, etc?

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

General comments

Comments in support of proposed stadium (and associated considerations)

1	1) Should be aesthetically designed; 2) Environmentally sustainable features to be considered; 3) Should not become an eyesore rather add value.
2	1. I think it is a fabulous idea and would love to see it go ahead soon. 2. I feel it would significantly enrich the quality of life of people in Greater Dandenong.
3	After the AFL lost Waverley Park it's about time something like this happens in the south east of Melbourne.
4	As a local business and resident, I am willing to sponsor and be a full member.
5	As our Club, The Endeavour Hills Sports & Social Club is a Mauritian base club, we will be delighted to have our yearly Mauritian Festival, called "LA FAYA" at the Stadium.
6	Bring it on!
7	Build it! And you will put Dandenong on the national map and give the local community something to be proud of.
8	Can't wait
9	Close to the train station seems quite sensible.
10	Consider how it was be illuminated at night from all angles. Ensure pedestrian areas around the stadium are wide enough to deal with excess pedestrian traffic and avoids unsafe pedestrian movement during peak periods. Future proof the design to accommodate future expansions.
11	Critical infrastructure required in the SE suburbs
12	Dandenong is vibrant community which is continually expanding. New infrastructure is needed to meet the demands of a growing population and strengthen connections in our community.
13	Dandenong needs something like this. Hopefully it will be positive. Since AFL Park at Waverly has gone, there is nothing on this side of Melbourne.
14	DO IT!!!
15	Don't make it too massive and shiny. Sometimes less is more. Start at 15-20 thousand and then get bigger over time. Don't want to be like Melbourne City only filling a bit of AAMI Park.
16	Encourage with METRO a deal where commuters wanting to access the stadium get an awesome deal.
17	Excited for the stadium to commence building!
18	Fantastic for the community
19	Fingers crossed you get Team 11 - this will be huge for locals and also real estate agents (that's our field)
20	Get it done yesterday!! We need this
21	Gonna be the best A-League team ever!
22	Good luck!

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

23	Good parking - free! Clean facilities. Good seating. Decent food. Excellent security (no cheap security like Dandenong Plaza has). Safety is my families no 1 priority. No groups / gangs.
24	Good.
25	Hello, my name is [REDACTED], I play at the Dandenong Thunder Soccer Club. I think this would be a brilliant addition to our community. Soccer is the most popular sport in this town. Just look at the Dandenong Market and all the people from all the different nationalities there - this is a place where a soccer club would be massive. So it only makes sense that there is a rectangular stadium here. It would make such a huge difference to our place. Everyone at Dandenong Thunder is massively supportive of this and I know from speaking to people at like Dandenong City and other clubs around that they're all right behind it too.
26	I am a member of Berwick City Soccer Club that this year had 837 players with almost 200 kids on a waiting list. Soccer in this area is huge, unfortunately so is crime. What I have seen soccer do for so many troubled kids is amazing. It gives them an outlet and a support base with people who care. The proposal that Team 11 offers the community football leagues gives all these kids hope. That Stadium will help them make the most of their future to hopefully one day be selected to play there. It is all good and well to populate these areas but if we don't make sure we can sustain peoples needs with positive activities like sport then it ultimately means they are likely to take the wrong path, not to mention the employment this stadium will create. I am definitely in favour of the Dandenong Stadium
27	I can't wait to its done. Can go with the wife and kids to see all. Thanks. Go ahead with it.
28	I hear this stadium will cater for a soccer club? That's fine, although I don't care too much for that sport. What I am interested in though is the economic impact this will have on Greater Dandenong. I read a story in the Dandenong Journal several months ago now and Councillor Memetti talking about the increase in jobs and dollars into the Dandenong community. This is wonderful. Everyone is aware of the less desirable aspects of our region, but what further development like this will do is clean up the streets even more. This can only be a good thing for everyone. Traffic may be an issue on days where there is events, but you could put car parking at the ground or just enforce restrictions around the area, it's not that hard. I commend Dandenong Council for their foresight in making this happen. I wish you good luck. [REDACTED]
29	I think it is a great initiative.
30	I think it's a wonderful idea; a good idea upon the councils in our sector to introduce such a diverse and entertaining piece of property for all to enjoy! Can't wait!!!
31	I truly hope that a stadium is built somewhere appropriate, that will only serve and not take away from the community. If the build does go ahead I'm sure I will take happily advantage of the ability to walk across the road to shows. Provided I am able to get to my apartment on those days.
32	I would love it
33	If the stadium capacity can be increased to at least 20,000 that would better.
34	It would be a much needed destination and reason to visit Dandenong
35	It would create jobs for the locals. It should be well designed and not by the company that did the main street which looks nice but seats right next to the main arterial road makes no sense. They obviously don't have any qualifications in dealing with the disabled and wheelchairs because putting in cobblestones in parking areas is crazy. And traffic flow from Walker St onto Princes Hwy is hopeless. Good design of facility is number one priority. Think about the growth in this corridor and plan accordingly.

33

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

36	Just that I think it's awesome!
37	Keep food & drink prices affordable to families.
38	Make effort to secure money from State Government (lobby)
39	Make it a proper football stadium. Do not have an extensively long field to cater for rugby. Seating should be about 5 metres max from the goal line.
40	Make it happen ASAP!
41	Multipurpose Stadium will be more beneficial
42	My name is [REDACTED] representing local club White Star Dandenong FC. All 180 members of the club are behind this bid and excited about the prospect of having a local A league club in the area - a true local club we can support. What is even more exciting is the idea of having a stadium only minutes away from our ground where we can all watch the professional football that our country has to offer and more so a local team that gives all players the dream that they could play professional football here in Dandenong.
43	I'm truly excited to see this project rise up
44	Offer stadium membership like MCC so we get access to all events
45	Overall happy that this land will be put into good use. Just worried about parking in neighboring areas. I am a resident in Metro Village
49	Overall I think it will be a good investment for three reasons. 1) The south east will have a team of its own to get behind; 2) There is a huge talent pool in the south-east. We could see some incredible talent rise; 3) It will bring the communities together through sporting and other events.
47	Perfect location easy transport
48	Plan for easy foot traffic access, especially to local cafe & restaurants to encourage a "day out" approach to events
49	Planners need to accommodate disabled people wanting to attend the venue. People with disabilities would want good and easy access to the Stadium. Toilets would need to be built with easy access for people in wheelchairs etc. State Government could pay a certain amount of cost with a seniors grant.
50	Please build it! I really want to get behind this community-focussed Team in my local area.
51	Provide standing room for football fans
52	Team 11 should really try and chip in for the new stadium so you have an upper hand on West Melbourne in the stadium category
53	The in goal area must not accommodate Rugby Unions huge in goal area
54	The lights look like deck lamps
55	The soccer is exciting (Go Team 11!) and I hope that happens, but I'd also love to see the Storm play there and also see concerts and other events. It would be great not to have to go into the City for all of these things.
56	This should have been done a long time ago.
57	This will change the face of our city forever. Well done
58	To support the community and local sporting clubs. eg FFA Cup games for local clubs
59	We are in desperate need of a stadium that is for all in our local area & has no ethnic ties.

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

60	We like this project but we don't want to pay more rates. At the moment most of Dandenong people struggling to pay rates. Please, please, please don't increase rates to cover this cost.
61	We own an investment property near the proposed site, and very much support this development.
62	We should all support this idea as it will be good for the community. Put Dandenong back where it should be. A great city with great people.
63	Would be fantastic for Dandenong and the region.
64	Would be good to have local public transport to and from the stadium for locals

Concerns and future considerations about proposed stadium.

1	46 ongoing jobs is vastly insufficient. You will need to invest more than that in security alone on event nights to ensure safe passage from the station and nearby car parking for your spectators. If you want this to succeed and not be a blight on the community, you need to make this a completely 100% safe and secure opportunity, with security both inside and outside the stadium, as well as extra security on and around the trains and platforms.
2	A stadium such as this should be located in a sporting precinct away from residential areas. You only need to look back at the problems associated with the location of Waverley Park and the residential streets with parking and traffic volume. It was a place to avoid when games were on. I believe that the local council should not be involved in making a bid for an A League soccer team. If the plan was to go wrong then the ratepayers will have to foot the bill. Dandenong ratepayers should not have to fund any ongoing costs.
3	Bad idea that hasn't been thought out properly
4	Big waste of money, how about getting some important infrastructure built
5	Dandenong has become overdeveloped already. We do not need more of this. This is a total waste of public money. Shame on you having greed as your guiding light.
6	Dandenong is a low socio-economic area. Will rate payers be able to afford such a site with ongoing costs? Believe this to be a major concern as is parking and crowd control and noise etc. Having such a stadium will / could possibly lead to programs to engage more of our troubled youth. Give meaningful / inspirational purpose in their lives. Positive interactions as opposed to disruptive behaviour. It may lead to breaking down of cultural barriers too.
7	Dandenong needs better schools, roads & hospitals. Not white elephant stadiums.
8	Don't build a thing
9	Don't build it!
10	Don't build stadium. Build dwellings for people.
11	Don't think it is an efficient use of ratepayers money
12	From the artistic impression of the stadium and surrounding area in the stakeholder letter the council sent out, there doesn't seem to be car parking facilities. While the land surrounding the stadium shouldn't be pavement for cars to park in (that would be an eyesore and would be empty most of the

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

	time) care has to be taken to ensure overflow parking doesn't affect the on-street parking in Metro Village, which is for the residents. Well done again on this exciting project.
13	Get your priorities right - a soccer stadium is not a priority!!!!
14	Hate the game hate the idea...Waste of ratepayers money
15	How much money has the bid already cost ratepayers? How much money will the stadium cost ratepayers? Will the community use be affordable to Dandenong residents?
16	I already don't think it's a good idea
17	I am concerned that you are displacing hundreds and hundreds of poorer people who will not get their full entitled amount of money in order to buy something else. Please find another suitable location. What about all the noise and traffic deterioration for all those new apartment blocks opposite the station. Do you think anybody will want to buy their properties now? Would you like to live near a 12,000 to 15,000 Sports stadium? Who wants more one eyed sports thugs walking the streets? Depressed and angry because their team hasn't won looking for someone to take it out on! Find another location please. I understand the thinking to put the Stadium near the station but perhaps put the parking close by somewhere (like near the Eastlink overpass empty land or vice versa). They could walk to the Stadium similar to what they do in Richmond. Please do not displace so many low social economic migrants who have made Dandenong home.
18	I am concerned with the minimal detail Council has provided, particularly given the bid was submitted in August. Why consult after the fact? Consultation should have occurred much earlier. What is the cost of the stadium? Who will pay for this? How much will be funded by us as ratepayers? What will the State Government receive in exchange for any funding it provides? Will this proposal generate positive net cashflow to the Council in order to reduce debt and to deliver the Community Hub that Dandenong has desperately been waiting for? (we have been waiting on funding allocation for this for over 10 years)
19	I object to this stadium being built. It will cause a massive disturbance to residents and their families across the road (i.e myself and my family as well as all our neighbors) as well as a great deal of noise pollution.
20	I oppose it!
21	I say no! Live within the means of the ratepayers, not get into ongoing debt. I would like to know how far the planning has gone and how much money spent so far.
22	I think opening Hammond road up 2 lanes each way to Webster Street and making Webster 2 lanes each way Make 2 lanes each way in Chandler Road Keysborough from Cheltenham road to Dandenong Bye pass as you will need to get coaches out going south bound
23	I think the flyer sent with this from the Dandenong Community Association implies Council are funding it. It is very negative. Are Council funding it? Parking is important. I was told it was intended near the Station. Is that true? Perhaps a story in the City Magazine would help answer some of their negative questions. I support Council getting behind the proposal. It would be fantastic for the region.
24	I'd like to see some serious discussion about funding and resources so I know how to make my complaints to.
25	Inadequate information on cost, parking and consultation with rate payers is appalling.
26	It is disappointing that more details have not been disclosed as alluded to in earlier comments. The last thing we want is for this to be a drain on our

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

	municipality and push up our rates.
27	My concern is youth violence, race that are constantly happening here. I would recommend and welcome any opportunity to have them engaged, bring them together around positive things. Dandenong is a city of opportunities, so diverse. They need to learn respect and mix with people / youth from other cultures. Its not just family, parents who have to teach them respect. It is also the duty of care of the municipality they live in.
28	Need one just away from houses and busy roads
29	Nice idea but not in the middle of Dandenong! Further out where there's plenty of land for stadium & parking. People & homes should not have to put up with all the rowdy spectators & noise
30	Not on Cheltenham road unless you are going to provide safe alternative accommodation for local residents
31	Not opposed to the stadium just the location and it's lack of infrastructure
32	Parking in metro Village is already atrocious. There is not enough parking for residents and zero parking for patrons of the two restaurants here. Our streets are effectively one way streets due to the number of cars and there are often times where I can't get a park in front of my own house. Council has done nothing to ease this problem and its only getting worse with more apartments being built. The stadium would need to provide parking for a capacity crowd to avoid further inconvenience to residents.
33	People will still drive. Dandenong station will need a big upgrade to handle all the people - who will pay for that?
34	I ask that the council and government please re consider the proposed location and have empathy for the current residents around the area and understand we moved and bought property in metro village to live in a balance on nature and modern living. Not to live in a mice and rat next and wake up every morning to a massive 10 story concrete building to look at
35	Pleasure consider the location.
36	Read the massive thing i already wrote. Too much to consider.
37	Ridiculous
38	Some security concerns given its proximity to Dandenong Station and nearby streets. A lot of people feel unsafe attending / visiting this area, especially at night time.
39	Stadium shouldn't have open-air car parking facilities adjacent to the stadium but rather underground or multi-story parking. Land adjacent to the stadium should be green and inviting instead of barely used car parking pavement.
40	Stadiums are bad business for cities. Unless you have a very good business plan, you are going to lose money and put the city into debt. Unless you are able to present a viable business model, with evidence of demand and clear indications of a supply of attendees, this stadium will be under-used. I suggest you read this article: https://www.heartland.org/publications-resources/publications/research-commentary-bad-stadium-deals-hurt-cities-large-and-small
41	Stop thinking about how great you'll look in the paper, and think about your constituents.
42	The transparency on this proposal has been poor. The detail provided is not sufficient. Council has failed to provide estimates on the cost of the stadium. It has also failed to disclose who will pay for it (in particular how much contribution will come from ratepayers). In terms of State Government funding, what will the State Government receive in return? Dandenong residents have been patiently waiting for a Community Hub for a very, very long

37

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

	time. Why prioritise this proposal over a Community Hub? If this proposal is expected to be a "cash cow" all net cash flow should be quarantined to fund the Dandenong Community Hub.
43	There must be permit parking for residents along Cheltenham road. Especially where our townhouses are. All townhouses have one garage spot so we rely on the road parking out the front of our houses on cheltenham road to park our cars.
44	This stadium will increase crime rate. First stop or reduce crime rate. Then think about this project. Police not doing their jobs. People fearing to walk on streets and fear to park car out on street at night time. Dandenong doesn't have a proper road dydtem to accomodate traffic. Also bus frequency is rubbish to industrial area (Dandenong South). In this 21st century, every 20 mins is bus running to Dandenong South industrial area if someone wants to travel on Saturday - forget it. They lose job. Please concentrate on this first, not Stadium.
45	This whole proposal has to be a joke right? Surely the council didn't fund the Team 11 bid for the first 6-8 months of its existence. Is that what my council rates are going towards?
46	Total waste of money and will cost a fortune in rates and taxes.
47	Waste of tax payers' money!
48	Waste of taxpayers money, spend it on education ,fighting crime, and housing for low income earners
49	We don't want it here
50	We live very close to the stadium site. We're moving.
51	We need to find projects that benefit the entire community not just a select few. The money & resources are best spent in many other areas in need of upgrades
52	Will the stadium provide off street parking for visitors or does council expect the local roads to accommodate the additional 5-8k spectator's worth of cars (a realistic estimate of 50% of patrons driving).

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)**Appendix 3. Resident Feedback Form (unofficial resident flyer)****General comments – overall positive / supportive**

1	Create employment for locals and give the local community some more activity to do at night.
2	Dandenong needs this. Makes young people interested in sport and brings more people to Dandenong. It's new step to make Dandenong busy.
3	Extension of railway car park will assist in parking.
4	Extremely happy. Please bring it ASAP
5	Good for business
6	Good for entertainment. Good for business. Good for Dandy. But, a big doubt about parking.
7	I am happy for the young generation
8	I am very happy for a Stadium. Also bring AFL footy club / stadium.
9	I can't wait for the Stadium to be built. Also an AFL club. Population 1,500,000 in Dandenong.
10	I hope the proposal will be successful and become a landmark that will help to create more opportunities for leisure activities close to home.
11	I strongly support a stadium next to Dandenong station, that creation will boost the value of the Dandenong suburb and surely that will be a big opportunity for south east Melbourne to enjoy the soccer and rugby watching live.
12	I think it is a great idea to build a stadium because it's really hard for me to go all the way to the city to watch the game. Its better to build one and I will be more happier.
13	I'm a passionate soccer fan. I'd love the new Stadium to be built.
14	Increases sales for City of Greater Dandenong. Businesses will grow more job opportunities. Value in property will rise. More attraction in the community. Economic growth - bringing growth and innovation to the community.
15	It is a good idea but you have to create a parking area. It was be a complete building for parking of cars only.
16	It's good for the community to have that stadium so young people can play sports there, i played there since i came in Australia in 2016 until 2017 but after that it was closed so we didn't play there any more It's very good for young people and for the community as well 😊
17	On the basis that the Stadium has parking provision for the attendees. If necessary, I would want permit parking set-up at residential areas around to prohibit attendees parking in my area.
18	That stadium next to station is really good. So easy to come in and no need car. That is very good in that location.
19	The best Dandenong.
20	Yes we support your idea. It's a good idea. We need a stadium like that in Dandenong for an A-League bid.
21	Yes! Great to see Dandenong improving.
22	Yes, I would love for the Stadium to be built.

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

23	Yes, yes, yes. Love this! Build as soon as you can! This will be a great opportunity for Dandenong to grow.
General comments – Concerns and considerations	
1	1) With no parking, means the residents will relocate. They will not be able to park their cars along the road. 2) Railway parking area will always be filled with visitor's cars. No space for Dandenong passengers. 3) Provision for parking is very essential now.
2	Anti-social behaviour, fights. Lack of parking spaces, crammed area. Lots of noise, no peace around. It's a residential area. If we sell our houses, no-one will buy our houses.
3	Anti-social behaviour, noise, ratepayers money and street parking.
4	Building an enormous stadium in a heavily populated residential area is ridiculous. The noise pollution, environmental effects, drunks, crime rate will all have an impact. As an alternative, consider the reserve at Dandenong Showgrounds or build it in front of the person's house that came up with this plan. Who will monitor and enforce current law and legislation (reference to noise legislation, vehicle emissions regulations, alcohol management policy)
5	Extreme noise pollution will be caused. Parking issues and traffic congestion. Increased street violence and crime. Lack of police to deal with excited / violent crowds. Lack of public transport to deal with 10-15,000 people requiring transport before and after events.
6	Has to have parking for the stadium.
7	I am against because there will be noise pollution, crime, too much traffic in domestic area. Dandenong Showgrounds will be a better option.
8	I believe the stadium will cause traffic crime and pollution. Please reconsider as crime is at an all-time high.
9	I disagree that the stadium should be in Dandenong because of the negative impact it'll have on the community such as loud noises, not enough parking and higher crime rates that wouldn't be able to be controlled.
10	I don't like the stadium in Dandenong because too much traffic, very small community and lots of crime. Why Council make Dandenong Showground. Stadium - I don't agree with Dandenong Railway.
11	I have significant concerns re: car parking. I love directly opposite the proposed location and car parking is already at a premium and I want assurances that there is adequate planning in place so the issue doesn't get worse. The argument that the site is adjacent to public transport links doesn't allay my concerns.
12	I was first in favour of the new Stadium, but if no provision has been made for parking and it may also increase my Council rates then I have decided I would rather the Stadium be built somewhere else.
13	If to be built a massive sports stadium? I think don't have enough land to build car park. Should move to Dandenong Showground that has more land. No worry about noise. Land (here) just fit for modern swimming pool centre?
14	It will only increase traffic congestion and there is no where to park as it is.
15	Living close to where this venue is proposed will bring more cars and parking problems which exist due to Churches and Mosques and also the new bridge access across the Dandenong Creek which while it has merit has brought more cars and danderous driving conditions. Also feel too much money is

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

	spent on sporting areas. So no way.
16	Metro Village needs parkland and playgrounds not a Stadium.
17	No do not support the stadium
18	Parking congestion is already at its limit in this area. Noise levels would increase in an otherwise reasonably quiet area. Crime and bad behaviour could increase as a result. We are owner occupants not tenants so property appeal would be negatively impacted.
19	Really a Stadium. We live in Metro Village and cars have taken over the estate. No privacy. Convert this land into parking for train travellers who also use Metro Village to park their cars. The bridge built running into Metro Village is further causing congestion.
20	The area designated to Stadium by Dandenong rate payers is at the corner of Stud Rd and Monash Freeway (Melways 90G1). This area is away from the built up area with plenty of parking space.
21	The increase in traffic and noise. Morwell Avenue is already congested with traffic and parking near Russian church. The street is too narrow for the number of cars parked and the buses and garbage collecting trucks have difficulty negotiating the narrow space or are stopped altogether with the driver on a number occasions having to go to the Church to look for inconsiderate drivers to move their cars. A stadium will exponentially increase demand for car parking in nearby streets that were never made for such volumes. Dalgety St is another congested area.
22	The stadium should not be in Dandenong because of the negative impact it will have on the community. Too much noise, crime rates that would be able to be controlled. Risk - crime.
23	There is enough anti-social behaviours at the train station now. This will make it worse with rival gangs. Obviously you don't live near that area. Think of us for once.
24	There is not enough parking in this area. Noise will be terrible. Traffic will be too big for the roads in this area. Where I live is busy enough. Thank you very much. I do not want a Stadium near me.
25	There will be a lack of parking, as there is at all these types of structures. The narrow roads at the estate opposite will be clogged up with unwanted cars. Since the Council built the bridge over the creek, Moomba Parade and Dawn Avenue are now rat-runs and speedways. All the south side of the creek will be taken over by people wanting to park for free also. Then the disruption of people's lives with the noise and rowdy patrons that don't give a stuff about anyone else.
26	There will be no parking and too much noise. It will be uncomfortable for families living in Dandenong. Too much crime and pollution.
27	There will be too much traffic and noise. There would be too much risk to the families living there as well.
28	Too many cars and vans in Hammond now.
29	Too much noise and too much trouble and too much traffic. I don't want it.
30	Unfortunately I don't think you have thought about how unsuitable this site is most people will drive and will need parking. There is a perfect site on box Street Dandenong - Doveton where the old Doveton technical school was you can have a bus services from the train station and plus lots of parking. Good luck!
31	We already have trouble with the Church people taking over our car park on Friday. We don't need another group of people parking there, plus we already have trouble with people around the Station. Why do we need more trouble? I came off a train on Monday and went down the ramp. There's

41

2.6.5 Team 11 and Proposed Stadium - Consultation Outcomes (Cont.)

	this young man sitting and smoking marijuana in broad daylight.
32	We believe that there are other suitable places to build a stadium rather than next to the Dandenong Train Station. The proposed site is more suitable for a car parking site, because so many people experience difficulties in finding parking places in Dandenong central area. Hope the sensible people think of it!
33	We do not support the Stadium. We believe the traffic would increase significantly and there is already too much in the area with no parking. There is also the propensity for more street loitering and possible violence.
34	We need more car parks
35	We require better traffic flow, better footpaths, parking improvements and better return for our rate payer money than a useless sport ground with no training facilities. A big NO to this waste of money.
36	Where is 12,000-15,000 people going to be park? The noise and disruption so close to a residential area is unheard of. Have some consideration to the residential area.
37	Will be traffic. No place to park cars and noise. No stadium please.
38	Will draw hooligan behaviour into what is now a quiet neighbourhood, it should be located a fair distance away from suburban homes.

2.6.6 Team 11 Funding Request

File Id:

Responsible Officer:

Group Manager Greater Dandenong Business

Attachments:

Report Summary

Council has been requested to provide funding to Team 11 Pty Ltd (**Team 11**) in the amount of \$1.25 million. It is proposed that the funding is provided in exchange for equity in Team 11 – ie as a purchase of shares. Council is therefore required to undertake the assessment process prescribed by section 193 of the *Local Government Act 1989* (**LG Act**) beforehand. This report contains that assessment.

Recommendation Summary

This report recommends that Council:

1. adopts the outcome of the investment and risk assessment set out in this Report;
2. confirms that, having had regard to the total investment and risk exposure involved, as well as the relevant Ministerial Guidelines, Council is not prevented by section 193 of the *Local Government Act 1989* (Vic) (**LG Act**), or the provisions more generally of the LG Act, from acquiring shares in the entity known as Team 11 Pty Ltd;
3. resolves to acquire 1,250,000 shares in the entity known as Team 11 Pty Ltd in exchange for the payment of \$1,250,000, subject to the A-League Licence being granted to Team 11; and
4. appoints one additional board director in conjunction with the City of Casey (so that Council, the City of Casey and Cardinia Shire Council will together have appointed two directors to Team 11's Board out of a maximum of 13 directors).

2.6.6 Team 11 Funding Request (Cont.)**Background**

Council has been supporting and facilitating the establishment and operation of Team 11 to tender to be one of the two proposed clubs to be added to the Hyundai A-League competition, in accordance with a Memorandum of Understanding with the City of Casey and Cardinia Shire Council (dated 4 May 2017). As part of this process, Team 11 was established as a company limited by shares on 30 August 2018.

The 'Team 11 South East Melbourne Bid Submission' (**Submission**) was submitted to Football Federation Australia (FFA) on 31 August 2018. If the Submission is successful, the City of Greater Dandenong and broader south east region will incur significant social and economic benefits as the result of the establishment of an A-League and W-League Club and associated infrastructure provision. A decision on the Submission is expected to be made in December 2018.

On 1 November 2018, Team 11 wrote to Council seeking funding of \$1.25 million to contribute towards the total capital requirements of the Club, including the A-League licence fee. Such a contribution would also cement the ongoing partnership between Team 11 and Council, ensuring long term benefits to the community.

Council must now determine whether it will provide the funding as requested and, if so, in what form. Team 11 made the same request for funding of \$1.25 million to the City of Casey, which is currently under consideration. The City of Casey will consider this request at its meeting on 18 December 2018.

Proposal

Council is asked to consider whether it will provide Team 11 with the requested \$1.25 million in funding and, if so, how it will do so.

Funding options

The Team 11 Steering Committee obtained advice on a number of funding mechanisms open to it, being:

1. grant funding by Council making a non-repayable grant to Team 11;
1. debt funding – by Council loaning the funds to team 11 with an obligation that they be repaid in future; and
2. equity funding – by Council purchasing shares issued by Team 11.

Having considered that advice, and the potential for a return on investment under each of the funding mechanisms, the Team 11 Steering Committee recommended equity funding as the preferred model. It is therefore proposed that Council purchases 1.25 million shares, at \$1 per share, in Team 11.

Preferred funding mechanism

2.6.6 Team 11 Funding Request (Cont.)

Equity funding is considered by the Team 11 Steering Committee as the preferred funding mechanism in the present circumstances because it provides Council with some advantages that are unavailable under the alternative funding mechanisms:

1. Return on investment

Council will have the opportunity to receive a return on its investment, by way of increased share prices and/or dividends paid. This will continue until Team 11 is wound up or Council divests itself of the shares. If Council provided the funding by way of a grant, whether or not conditional, it would have no means of receiving such a return. Similarly, if Council loaned the money to Team 11, it may earn some interest but would also risk Team 11 being unable to repay the full amount.

2. Appointment of director

It is proposed that, to align the three Councils' interests with those of private shareholders under the Shareholders' Agreement, Council and the City of Casey will appoint one further director to the Board of Team 11 in addition to the director who has already been appointed by Council, the City of Casey and Cardinia Shire Council, which is provided for in the constitution of Team 11.

This means that the three Councils will together have appointed two of the directors on Team 11's Board.

These are the reasons that the Team 11 Steering Committee has recommended equity funding rather than any other funding mechanism.

Benefits of the purchase

The funding requested from Council (and from the City of Casey) is intended to assist Team 11 in its preparation for entry into the A-League if the Submission is successful. The benefits of Team 11 doing this are both non-financial and financial and have been considered by Council on a number of occasions.

1. Non-financial benefits to the community include:

1. promoting 'grassroots' football in the region which, in turn, will improve participation in football and the general health and wellbeing of the population;
 1. providing a tangible player development pathways through the introduction of academy and elite teams for both males and females;
 2. proving support and leading example for local grass roots clubs
2. providing positive role models to the community which, in turn, will encourage participation in football, physical activity, including:
 1. engaging and uniting the community in the pursuit of football;

2.6.6 Team 11 Funding Request (Cont.)

2. overcoming social isolation and low levels of physical activity;
 3. enhancing community engagement, connections and participation
 3. maximising economic growth in the region, including by:
 1. enhancing the identity of the region through targeted brand development;
 2. increasing investment in the region, particularly around the new stadium;
 3. creating local jobs through the Club and supporting infrastructure, generating approximately 50 ongoing jobs (stadium alone) and supporting up to 1,028 jobs during construction; and
 4. increasing tourism to the region with approximately 465,000 people expected at the new stadium each year.
 4. establishing a Community Foundation designed to provide long term social and community benefits by:
 1. developing and delivering community strengthening and social inclusion programs for young people, people with disabilities, refugees and newly arrived migrants in partnership with relevant key agencies;
 2. developing and delivering youth leadership and development programs in partnership with educational providers; and
 3. developing and delivering health programs in partnership with local government and healthcare providers;
2. Financial benefits to Council include:
1. payment of dividends by Team 11;
 2. improved share prices and therefore increased value of shareholding; and
 3. profit if Council decides to sell its shares in Team 11.

These non-financial and financial benefits weigh heavily in favour of Council agreeing to provide Team 11 with the requested funding, especially by way of equity funding.

Section 193 of the LG Act

Before deciding to purchase the shares, Council is required to follow the process prescribed by section 193 of the LG Act.

Under section 193 of the LG Act, a council may, among other things, acquire and dispose of shares in a corporation. However, before doing so, section 193(5) requires it to have regard to the total investment and risk involved.

2.6.6 Team 11 Funding Request (Cont.)

Under section 193(5C)(a), if a council determines that its cost of purchasing shares exceeds the greater of \$100,000 or 1% of that council's revenue from rates and charges, then an investment and risk assessment report prepared by an appropriately qualified person must be obtained. As the proposed amount is less than 1%, a formal assessment under the LGA Act is not required. However it is still considered appropriate to review the risk of such an investment.

Assessment

In the present circumstances, it is anticipated that Council's total investment in the shares will be \$1,260,000, comprising the:

1. total cost to Council of purchasing the shares – ie total capital contribution;
1. staff time and other Council resources associated with the preparatory work required for the purchase; and
2. net legal fees for preparatory work required for the purchase.

It is not anticipated that, in the present circumstances, Council has any risk exposure, beyond the sum of the initial investment – ie the cost to Council of purchasing the shares.

The sum assessed under section 193(5A) of the LG Act is, therefore, **\$1,260,000**.

Council's total revenue from rates and charges is \$139,575,000, 1% of which is **\$1,395,750**.

It follows that:

1. Council's total cost of purchasing the shares is less than 1% of its revenue from rates and charges; and
1. Council is not required to consider a risk assessment report prepared by an appropriately qualified person.

Council's purchase of the shares is therefore not prevented by s 193 of the LG Act.

Proposal

In light of the above, this report proposes that Council should:

1. be satisfied that it is not prevented by section 193 of the LG Act, or the provisions more generally of the LG Act, from acquiring shares in the entity known as Team 11 Pty Ltd;
1. acquire 1,250,000 shares in the entity known as Team 11 Pty Ltd in exchange for the payment of \$1,250,000; and
2. obtain one director position on the Team 11 Board, to be shared with the City of Casey.

2.6.6 Team 11 Funding Request (Cont.)**Community Plan 'Imagine 2030' and Council Plan 2017-2021 – Strategic Objectives, Strategies and Plans**

After consultation with the Greater Dandenong community on what kind of future they wanted to see for themselves and the City in 2030, the result was the Greater Dandenong Community Plan 'Imagine 2030'. This report is consistent with the following community visions:

Community Plan 'Imagine 2030'People

- *Pride* – Best place best people
- *Cultural Diversity* – Model multicultural community
- *Outdoor Activity and Sports* – Recreation for everyone
- *Lifecycle and Social Support* – The generations supported

Place

- *Sense of Place* – One city many neighbourhoods
- *Safety in Streets and Places* – Feeling and being safe
- *Appearance of Places* – Places and buildings
- *Travel and Transport* – Easy to get around

Opportunity

- *Education, Learning and Information* – Knowledge
- *Jobs and Business Opportunities* – Prosperous and affordable
- *Tourism and visitors* – Diverse and interesting experiences
- *Leadership by the Council* – The leading Council

Council Plan 2017-2021

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following goals:

People

- A vibrant, connected and safe community
- A creative city that respects and embraces diversity

Place

- A healthy, liveable and sustainable city
- A city planned for the future

2.6.6 Team 11 Funding Request (Cont.)

Opportunity

- A diverse and growing economy
- An open and effective Council

The strategies and plans that contribute to these outcomes are as follows:

- Local Economic and Employment Development Strategy
- Activate, Sport and Active Recreation Strategy
- Revitalising Central Dandenong

Related Council Policies

N/a

Victorian Charter of Human Rights and Responsibilities

The Victorian Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to its contents.

Financial Implications

The resource requirements associated with this report are \$1,250,000.

There are no current resources included within the Annual Budget for this purpose. Consideration for funding will need to be referred to the Mid-Year Review.

Consultation

Team 11 has been the subject of a widespread publicity and marketing campaign since its official launch on 4 May 2017. Ongoing community engagement initiatives have included monthly e-newsletters, website and social media updates, media releases, club meetings / site visits, stakeholder meetings, and promotion at numerous community events. Additionally, consultation about the proposed Stadium was undertaken in September.

Ongoing consultation with key stakeholders including City of Casey and Cardinia Shire Council occurs via regular Team 11 Steering Committee meetings. Additionally regular communication with Team 11 Pty Ltd is occurring via an established working relationship.

2.6.6 Team 11 Funding Request (Cont.)

Conclusion

In light of the above, this report proposes that Council should:

1. be satisfied that is not prevented by section 193 of the LG Act, or the provisions more generally of the LG Act, from acquiring shares in the entity known as Team 11 Pty Ltd;
2. acquire 1,250,000 shares in the entity known as Team 11 Pty Ltd in exchange for the payment of \$1,250,000; and
3. appoints one additional board director in conjunction with the City of Casey (so that Council, the City of Casey and Cardinia Shire Council will together have appointed two directors to Team 11's Board out of a maximum of 13 directors).

Recommendation

That Council:

1. **adopts the outcome of the investment and risk assessment set out in this report;**
2. **confirms that, having had regard to the total investment and risk exposure involved, as well as the relevant Ministerial Guidelines, Council is not prevented by section 193 of the *Local Government Act 1989* (Vic) (LG Act), or the provisions more generally of the LG Act, from acquiring shares in the entity known as Team 11 Pty Ltd;**
3. **acquires 1,250,000 shares in the entity known as Team 11 Pty Ltd at a total cost to Council of \$1,250,000; and**
4. **appoints one additional board director in conjunction with the City of Casey.**

3 NOTICES OF MOTION

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

The guidelines for submitting a notice of motion to a Council meeting are included in the current Meeting Procedure Local Law.

4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS

At each Ordinary Meeting of Council all Councillors will have the opportunity to speak for exactly four (4) minutes on any meetings, conferences or events they have recently attended.

If a Councillor chooses to speak, the name of the conference/event and the Councillor will be noted in the Minutes for that meeting. If a Councillor requires additional information on the conference/event to be listed in the Minutes, they must submit it in writing to a Member of Governance by 9am the day following the meeting.

Question time is provided to enable Councillors to address questions to the Administration. The guidelines for asking questions at a Council meeting are included in the current Meeting Procedure Local Law.

5 QUESTION TIME - PUBLIC

Question Time at Council meetings provides an opportunity for members of the public in the gallery to address questions to the councillors and/or officers of the City of Greater Dandenong.

Questions from the Gallery

1. Members of the public may submit questions from the gallery by completing a '*Ask a Question at a Council meeting*' form available at Council meetings and at www.greaterdandenong.com under Council - Council Meetings. Questions are limited to a maximum of three (3) questions per individual and a maximum of 300 words per question including the preamble.

2. Questions will be read aloud and in most cases an answer will be given on the spot. However, sometimes a councillor/officer may indicate that they require further time to research an answer. In this case the answer will be made in writing to the person who asked the question and may also appear in the Question Time Responses section at www.greaterdandenong.com under Council - Council Meetings.

3. Questions will be answered unless the Chairperson and/or Chief Executive Officer has determined that the relevant question relates to:

- personnel matters,
- the personal hardship of any resident or ratepayers,
- industrial matters,
- contractual matters,
- proposed developments,
- legal advice,
- matters affecting the security of Council property,
- any other matter which Council considers would prejudice the Council or any person,
- a matter which may disadvantage Council or any person,
- a matter in respect of which Council has no power to act,
- a question that is defamatory, indecent, abusive or objectionable in language or substance and is asked to embarrass a Councillor or Council officer,
- a question that is repetitive of a question already answered (whether at the same or an earlier meeting).

No debate or discussion of a question or an answer shall be permitted other than for the purposes of clarification.

Every question will receive a written reply, even if it is answered at the meeting.

6 URGENT BUSINESS

No business may be admitted as urgent business unless it:

1. Relates to or arises out of a matter which has arisen since distribution of the Agenda.
2. Cannot safely or conveniently be deferred until the next ordinary meeting and unless agreed to by a majority of those Councillors present at the meeting.