



**GREATER  
DANDENONG**  
*City of Opportunity*

# **AGENDA**

## **MONDAY 12 OCTOBER 2020**

### **ORDINARY COUNCIL MEETING**

#### **Statement - Coronavirus (COVID-19)**

At the time of printing this Agenda the Council Meeting to be held on Monday 12 October 2020 will be closed to the public under the *COVID-19 Omnibus (Emergency Measures) Act 2020* and the *Local Government Act 2020*.

To view the webcast please visit Council's website:

<https://greaterdandenong.com/cgdmeetinglive>

The meeting will also be webcast live on the Big Screen in Harmony Square (Please note social distancing protocols will apply within the Harmony Square precinct).

Please stay informed about the status of the Council Meeting by visiting Council's website at:

<https://greaterdandenong.com/cgdagendasminutes>

### **COUNCIL CHAMBERS**

225 Lonsdale Street, Dandenong VIC 3175

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## **1 MEETING OPENING**

### **1.1 ATTENDANCE**

**Apologies**

### **1.2 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS OF THE LAND**

Council acknowledges and pays respect to the past, present and future Traditional Custodians and Elders of this nation and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.



### **1.3 OFFERING OF PRAYER**

As part of Council's commitment to recognising the cultural and spiritual diversity of our community, the prayer this evening was provided prior to the meeting by Rajaratna Sarma Premakantha Kurukkal from the Hindu Community, a member of the Greater Dandenong Interfaith Network.

#### **1.4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

Ordinary Meeting of Council held 28 September 2020.

##### **Recommendation**

**That the minutes of the Ordinary Meeting of Council held 28 September 2020 be confirmed.**

## 1.5 ASSEMBLIES OF COUNCIL

The following assemblies of Council occurred in the period 22 September to 5 October 2020:

Date	Meeting Type	Councillors Attending	Apologies Received	Topics Discussed & Disclosures of Conflict of Interest
28/09/2020	Pre-Council Meeting	Peter Brown, Youhorn Chea, Tim Dark, Matthew Kirwan, Angela Long, Zaynoun Melhem (part), Jim Memeti, Sean O'Reilly, Sophie Tan, Loi Truong (part)		<ul style="list-style-type: none"><li>- Current status of COVID-19 in Greater Dandenong and impacts on reopening of facilities across municipality.</li><li>- Strategic land purchases across Greater Dandenong. (Cr Tim Dark and Cr Zaynoun Melhem disclosed conflicts of interest in this item and left the meeting during its discussion.)</li><li>- Agenda items for the Council Meeting of 28 September 2020.</li></ul>

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**1.5 ASSEMBLIES OF COUNCIL (Cont.)**

<b>Date</b>	<b>Meeting Type</b>	<b>Councillors Attending</b>	<b>Apologies Received</b>	<b>Topics Discussed &amp; Disclosures of Conflict of Interest</b>
5/10/2020	Councillor Briefing Session	Peter Brown, Youhorn Chea, Tim Dark, Matthew Kirwan, Zaynoun Melhem, Jim Memeti, Sean O'Reilly, Maria Sampey (part)	Angela Long, Sophie Tan, Loi Truong	<ul style="list-style-type: none"><li>- Current status of COVID-19 in Greater Dandenong and impacts on reopening of facilities across municipality.</li><li>- Draft Public Toilet Strategy.</li><li>- Feasibility study for inclusion of the decommissioned Precinct Energy Plant into the Greater Dandenong Gallery of Art.</li><li>- Update on Council's material aid program.</li><li>- Update on funding received for the Noble Park Revitalisation program.</li></ul>

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**1.5 ASSEMBLIES OF COUNCIL (Cont.)**

Date	Meeting Type	Councillors Attending	Apologies Received	Topics Discussed & Disclosures of Conflict of Interest
TBA	TBA	TBA	TBA	- TBA
TBA	TBA	TBA	TBA	- TBA

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Recommendation

**That the assemblies of Council listed above be noted.**

## **1.6 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](http://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 - PART ONE**

### **2.1 DOCUMENTS FOR SEALING**

#### **2.1.1 Documents for Sealing**

File Id:	A2683601
Responsible Officer:	Director Corporate Services

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***The recommendation for this report does not contravene section 69 of the Local Government Act 2020, nor does it represent a significant decision under Council's Election Period (Caretaker) Policy.***

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#### **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.

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**2.1.1 Documents for Sealing (Cont.)**

**Item Summary**

There are six [6] items being presented to Council's meeting of 12 October 2020 for signing and sealing as follows:

1. A letter of retirement to Cr Matthew Kirwan for his outstanding contribution and years of service to the Greater Dandenong community as an elected member of Council;
2. A letter of retirement to Cr Peter Brown for his outstanding contribution and years of service to the Greater Dandenong community as an elected member of Council;
3. A letter of retirement to Cr Youhorn Chea for his outstanding contribution and years of service to the Greater Dandenong community as an elected member of Council;
4. A letter of recognition and acknowledgement to Cr Jim Memeti for his outstanding service to the Greater Dandenong community as the outgoing Mayor;
5. A letter of recognition to Joanne Rhys-Jones, Business, Engineering and Major Projects Services for 10 years of service to the City of Greater Dandenong; and
6. A letter of recognition to Lisa Arnott, 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

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***The recommendation for this report does not contravene section 69 of the Local Government Act 2020, nor does it represent a significant decision under Council's Election Period (Caretaker) Policy.***

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### **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.

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### 2.2.1 Documents for Tabling (Cont.)

#### List of Reports

Author	Title
Initiatives of Change Australia	Annual Report 2019-20
Transdev	2019/20 Achievements Review
Energy and Water Ombudsman Victoria	2020 Annual Report

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

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***The recommendation for this report does not contravene section 69 of the Local Government Act 2020, nor does it represent a significant decision under Council's Election Period (Caretaker) Policy.***

### 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 petition update prior to the Council Meeting of 12 October 2020 as follows:

- A new petition has been received from 14 residents to install a shelter at the Dog park/off-leash area at the Roth Hetherington Reserve in Keysborough. This petition has been forwarded to the relevant Council Business Unit/s for consideration.

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

#### **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 4 (including cover)**

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.2.2 Petitions and Joint Letters (Cont.)**

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
2/10/20	<p>• <b>Petition Text (Prayer)</b></p> <p><b>ROTH HETHERINGTON RESERVE, KEYSBOROUGH - DOG PARK PETITION</b></p> <p>I would like to request on behalf of all the community members using the Roth Hetherington Reserve and dog park/off-leash area to have a shelter installed for the changes in weather to help accommodate both residents and our fur friends to enjoy the Reserve more. Currently, the park does not have any form of shelter, especially in the dog play area and this makes it a bit difficult on extreme weather days of increased heat or rain for people to enjoy the wonderful reserve. We were wondering if it would be possible to install some form of shelter or shade such as ones done in other parks such as Tattersall Park in Keysborough? Thank you for providing residents of Dandenong Council fantastic parks and reserves for us to enjoy. I look forward to hearing your reply. Kindest Regards</p> <p>.....</p> <p>EMAIL</p> <p>Good Morning,</p> <p>Firstly, I'd like to thank you all for taking the time to read my previous email to filling up the holes and applying gravel to the benches that are at Roth Hetherington dog park. The local dog owners and I are very grateful and appreciate it! So thank you!</p> <p>The morning dog group would like to ask for a couple more things from you, if it's not too much trouble. As we are there every morning, all year along, we would like to get a shelter or even shade sails to be put up near the current benches to protect us from the harsh sun during Summer and the rainfall. We know that in Summer, it will be quite hot sitting in the sun, as there isn't too much shade. We would also ask to possibly adding a couple more benches in the park for us to sit and relax while there with our doggie pals.</p> <p>We have started a small petition and have gotten a few signatures, to kindly ask for the shade request. I have attached the petition. We would like to thank you for taking the time to read this email, along with our petition and cannot wait to hear back from you.</p> <p>Thank you very much and have a great day.</p>	14 signatures	New	<p>Tabled at Council Meeting 12 October 2020</p> <p>2/10/20 Responsible Officer – Director Business, Engineering &amp; Major Projects.</p> <p>2/10/20 Acknowledgement Email sent to the head petitioner by Governance.</p>

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.2.2 Petitions and Joint Letters (Cont.)**

Date Received	• Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
14/09/20	<p><b>Save the Springvale Trees.</b></p> <p>There is a proposal before council to investigate ripping out the few trees and bicycle racks in Buckingham Ave, Springvale and replace them with cars.</p> <p>Do you agree they should be saved?</p> <p><i>NB: This petition was submitted online via Change.org</i></p>	152 signatures as at 7/10/2020	In progress	<p>Tabled at Council Meeting 28 September 2020</p> <p>14/9/20 Responsible Officer – Director Business, Engineering &amp; Major Projects.</p> <p>14/9/20 Acknowledgement Email sent to the head petitioner by Governance.</p> <p>7/10/20 No further update.</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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## 2.3 STATUTORY PLANNING APPLICATIONS

### 2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357)

File Id:	355365
Responsible Officer:	Director City Planning, Design and Amenity
Attachments:	Submitted Plans Location of Objectors Clause 22.09 Assessment Clause 52.06 Assessment Clause 55 Assessment

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***The recommendation for this report does not contravene section 69 of the Local Government Act 2020, nor does it represent a significant decision under Council's Election Period (Caretaker) Policy.***

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#### Application Summary

Applicant:	Dreah Planning
Proposal:	Development of the land for two (2) double storey dwellings and subdivision of the land into two (2) lots
Zone:	General Residential Zone 1
Overlay:	No overlays affect this site
Ward:	Paperbark

The application proposes the development of the land for two (2) double storey dwellings and subdivision of the land into two (2) lots.

A planning permit is required pursuant to the following Clauses with Clause 32.08 General Residential Zone:

- Clause 32.08-3, a planning permit is required to subdivide land; and
- Clause 32.08-6, a planning permit is required to construct two or more dwellings on a lot.

This application has been brought to a Council meeting as it has received two (2) objections.

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****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. Two (2) objections were received to the application. Issues raised generally relate to matters of traffic, including:

- Traffic congestion,
- Blocking access of private properties,
- On-street parking,
- Traffic generated from construction and
- Parking restrictions.

**Assessment Summary**

The site is located within an established residential area and is well suited for medium density housing given its zoning for incremental change. The proposal seeks to provide a medium housing density development which is generally consistent with the emerging pattern of development and the surrounding neighbourhood character. It is noted that the development complies with most of the design principles as has been demonstrated in the attachments outlined in this report.

The development is generally compliant with Clause 55, responding to site context and site circumstances, while respecting the existing and preferred neighbourhood character envisaged by Clause 22.09.

**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.

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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

**Subject Site and Surrounds**

**Subject Site**

The subject site is identified as Lot 1 on Plan of Subdivision 140238, and is more commonly known as 36 Marna Court, Noble Park.

- The subject site is a midblock site located on the east side of Marna Court;
- The site is orientated to the west, with a frontage of 15.24 metres to Marna Court and has a maximum depth of 35 metres;
- The site is regular in shape;
- The land has a slight slope, sloping 2 metres from the east to the west of the site (from the rear to the front of the site);
- There are no easements for Lot 1 on the plan of subdivision;
- The subject site is currently vacant; and
- The site is currently accessed via one single width crossover from Marna Court.

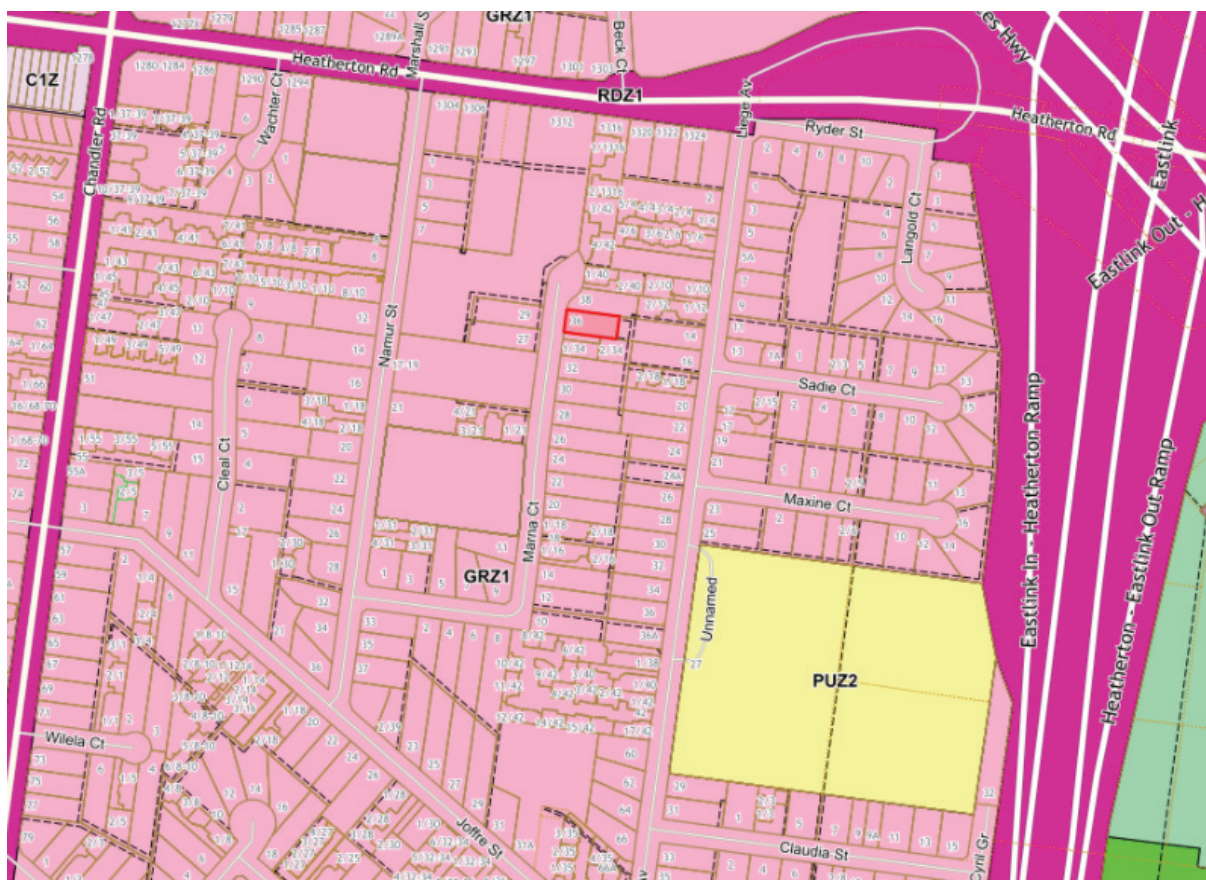
**Surrounding Area**

- The subject site is located within a residential area of Noble Park that is broadly bound by Heatherton Road to the north, Eastlink and the Eastlink In/Out Heatherton Ramp to the east, Railway Parade to the south and Chandler Road to the west;
- The subject site is surrounded by residential uses to the north, east, south and west, including a residential aged care building located on the west side of Marna Court.
- Within this broader pocket, there are some non-residential uses, including a number of small reveres located to the south and south-west of the site and Yarraman Oaks Primary School to the south-east of the site;
- The character of the broader area is mixed, containing a mixture of existing older detached single and double storey dwellings;
- Predominantly Marna Court contains single dwellings on a lot. However, there are a number of older multiunit developments, including:
  - 1-2/16 Marna Court,
  - 1-2/18 Marna Court,
  - 1-4/21 Marna Court,
  - 1-2/34 Marna Court,
  - 1 & 2/40 Marna Court, and
  - 1-17/42 Marna Court.
- It is noted that there are some anomalies within the street, including directly west of the subject site, which contains a residential aged care building. To onlookers, this appears as a double storey apartment style building, with the basement entrance and parking oriented to the site;
- Approximately 78 metres south-west of the site, No. 14/29 Namur Street contains a number of double storey flats;

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

- The site is well serviced with regard to public transport, with a number of bus stops located on Heatherton Road, located 131 metres north of the subject site (as the crow flies) and Yarraman Railway Station located approximately 1 kilometre south-east of the subject site (with a number of connecting bus services);
- Being located within the General Residential Zone, the site is relatively close to the nearest activity centre (Noble Park Activity Centre) which is located approximately 1 kilometre west of the site;

Locality Plan

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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

**Background**

**Previous Applications**

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

- Planning Permit PLN08/0247 was issued on 1 December 2008 and allowed for *The Construction of five (5) dwellings*. The address of the land was for both 36 Marna Court & 14 Liege Avenue (the adjoining site to the east), and
- Planning Application PLN18/0308 lapsed on 21 June 2018, for Multi Dwelling Development x2 (Double Storey).

**Proposal**

The application proposes the development of the land for two (2) double storey dwellings and subdivision of the land into two (2) lots. A summary of the application is as follows:

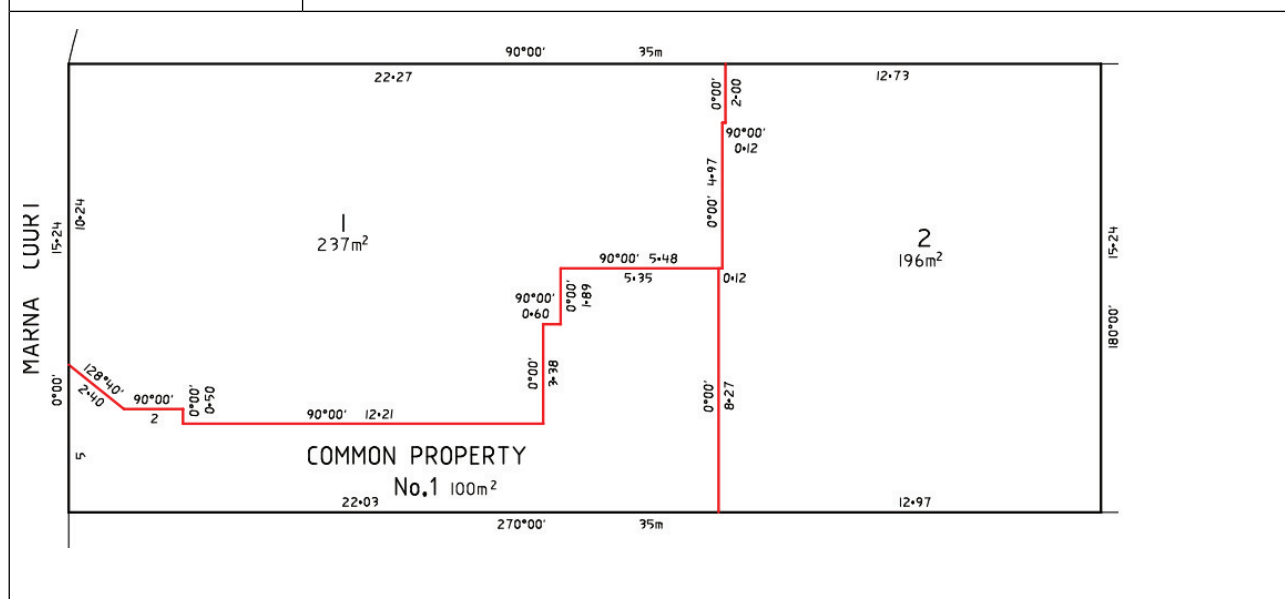
	<b>Details</b>
Type of proposal	Multi dwellings
Number of dwellings	Two (2)
Levels	Double storey
Height	7.65 metres
Orientated to	Marna Court and the internal accessway
External materials	Brick at ground and a mixture of render and cladding at first floor
Minimum setbacks to boundaries (Dwelling 1 and 2 inclusive)	<u>Ground Floor</u>  North (side): Wall on boundary proposed  East (rear boundary): Wall on boundary proposed  South (side): Wall on boundary proposed  West (frontage): 7.5 metres  <u>First Floor</u>  North (side): 2 metres  East (rear boundary): 3.2 metres  South (side): 3.15 metres

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

	West (frontage): 7.5 metres
Open space type	<p>Ground floor open space proposed</p> <p><u>Dwelling 1</u></p> <p>Total private open space: 119.41 square metres</p> <p>Secluded private open space: 30 square metres located to the side of the dwelling, with a minimum dimension of 5 metres and convenient access to the main living area</p> <p><u>Dwelling 2</u></p> <p>Total private open space / secluded private open space: 54 square metres, including a minimum area of 30 square metres of secluded private open space to the side with a minimum dimension of 5.34 metres and convenient access to the main living area</p>
Number of bedrooms per dwelling	<p>Dwelling One (1) – Three bedrooms</p> <p>Dwelling Two (2) - Three bedrooms</p>
Number of Car parking Spaces provided	<p>Dwelling one (1) – Two spaces</p> <p>Dwelling two (2) – Two spaces</p> <p>Four in total</p>
Number of Car parking Spaces required	<p>Dwelling one (1) – Two spaces</p> <p>Dwelling two (2) – Two spaces</p> <p>Four in total</p>
Type of car parking	<p>Dwellings 1 – Double garage</p> <p>Dwelling 2 – Single garage and tandem space</p>
Access	A 3-metre crossover provides access to both dwellings and is located on the south-west corner of the subject site.
Front Fence	No front fence is proposed

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

Other	<p>The application also proposes the subdivision of the land into two (2) lots plus common property:</p> <p>Lot 1: 237sqm</p> <p>Lot 2: 196sqm</p> <p>Common Property: 100sqm</p>
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Garden Area:	
Site Area	533.44
Provided	178 square metres or 33.37%
Required	160.03 square metres or 30%

*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.



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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

**Planning Scheme and Policy Frameworks**

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

- Clause 32.08-3, a planning permit is required to subdivide land, and
- Clause 32.08-6, a planning permit is required to construct two or more dwellings on a lot.

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 Municipal Planning Strategy and the Planning Policy Framework.*
- *To encourage development that respects the neighbourhood character of the area.*
- *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 serve local community needs in appropriate locations.*

Pursuant to Clause 32.08-6, a permit is required to construct two or more dwellings on a lot.

The development must also provide a minimum garden area of 30% pursuant to Clause 32.08-4 as the lot exceeds 500 square metres.

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; and*
- *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.



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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

**Planning Policy Framework**

The **Operation of the Planning Policy Framework** outlined at Clause 71.02 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 these objectives, there are a number of more specific objectives contained within the Planning Policy Framework that need to be considered under this application.

**State Planning Policy Framework**

The objectives of Planning in Victoria are outlined in Section 4 of the *Planning and Environment Act 1987* as:

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

In order to achieve those objectives, there are a number of more specific objectives contained within the Planning Policy Framework that are relevant to this application.

**Clause 11 Settlement**

**Clause 11 (Settlement)** encourages planning to facilitate sustainable development that takes full advantage of existing settlement patterns and investment in transport, utility, social, community and commercial infrastructure and services. It also encourages planning to contribute towards diversity of choice, energy efficiency, a high standard of urban design and amenity, and land use and transport integration.

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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

Further guidance is provided by **Clause 11.01-1S (Settlement)**, which seeks to promote the sustainable growth and development of Victoria and deliver choice and opportunity for all Victorians through a network of settlements. It includes strategies to develop compact urban areas that are based around existing or planned activity centres to maximise accessibility to facilities and services.

Clause 15 Built Environment and Heritage

**Clause 15 (Built Environment and Heritage)** states that planning is to recognise the role of urban design, building design, heritage and energy and resource efficiency in delivering liveable and sustainable cities, towns and neighbourhoods.

It adds that planning should ensure all land use and development appropriately responds to its surrounding landscape and character, valued built form and cultural context. Planning should promote development that is environmentally sustainable and should minimise detrimental impacts on the built and natural environment.

According to the clause, 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.*

These overall objectives are reinforced by a number of sub-clauses, including **Clause 15.01-1S (Urban design)** and **Clause 15.01-1R (Urban design – Metropolitan Melbourne)**, which seek to create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity.

**Clause 15.01-2S (Building design)** aims to achieve building design outcomes that contribute positively to the local context and enhance the public realm, while **Clause 15.01-5S (Neighbourhood character)** has an objective to recognise, support and protect neighbourhood character, cultural identity, and sense of place.

**Clause 15.01-4S (Healthy neighbourhoods)** has an objective to achieve neighbourhoods that foster healthy and active living and community wellbeing. **Clause 15.01-4R (Healthy neighbourhoods - Metropolitan Melbourne)** reinforces this, with a strategy to create a city of 20 minute neighbourhoods that give people the ability to meet most of their everyday needs within a 20 minute walk, cycle or local public transport trip from their home.

Sustainability is promoted by **Clause 15.02-1S (Energy and resource efficiency)**, which seeks to encourage land use and development that is energy and resource efficient, supports a cooler environment and minimises greenhouse gas emissions.

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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

Clause 16 Housing

**Clause 16 (Housing)** contains three key objectives, which can be summarised as relating to housing diversity, sustainability of housing and the provision of land for affordable housing.

These objectives are reinforced by a number of sub-clauses, including **Clause 16.01-1S (Integrated housing)**, which seeks to promote a housing market that meets community needs, and **Clause 16.01-1R (Integrated housing - Metropolitan Melbourne)**, which has a strategy to allow for a range of minimal, incremental and high change residential areas that balance the need to protect valued areas with the need to ensure choice and growth in housing.

**Clause 16.01-2S (Location of residential development)** promotes new housing in designated locations that offer good access to jobs, services and transport, while **Clause 16.01-2R (Housing opportunity areas - Metropolitan Melbourne)** seeks to facilitate increased housing in established areas to create a city of 20-minute neighbourhoods close to existing services, jobs, public transport and with appropriate infrastructure.

Clause 18 Transport

**Clause 18.01-1S (Land use and transport planning)** has a strategy to plan urban development to make jobs and community services more accessible by ensuring access is provided to developments in accordance with forecast demand, taking advantage of all available modes of transport and to minimise adverse impacts on existing transport networks and the amenity of surrounding areas.

Local Planning Policy Framework

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

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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

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.*
- *Respect 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.*
  - *Encourage development to incorporate sustainable design elements that enhance occupant comfort and environmental performance.*

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (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.*

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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

- *To ensure that residential development uses innovative, responsive and functional siting and design solutions that:*
  - *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;*



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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (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 Municipal Planning Strategy and the 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.

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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

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. 1 visitor car space is required for visitors to every 5 dwellings for developments of 5 or more dwellings.

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.

An assessment against this clause is included as **Attachment 4** to this report.

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 Municipal Planning Strategy and the Planning Policy Framework.*
- *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 specifies 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.

An assessment against Clause 55 is included as **Attachment 5** to this report.

**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.



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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

**Restrictive Covenants**

There are no restrictions registered on 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**

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 Council's Civil, Asset, Transport, Parking Management and Bushland and Gardening (including Arborist) for their consideration. The comments provided will be considered in the assessment of the application.

Internal Referrals	
Civil Development	No objections, subject to conditions on permit
Transport Planning	No objections, subject to conditions on permit
Asset Planning	No objection
Bushland & Gardening (including Arborist)	No objection, subject to conditions
Parking Management	No objection

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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

### **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 site facing Marna Court.

The notification has been carried out correctly.

Council has received two (2) objection/s to date.

*The location of the objectors / submitters is shown in Attachment 2.*

### **Consultation**

As there were only two (2) objections, a consultation meeting was not held.

### **Summary of Grounds of Submissions/Objections**

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

- **Traffic Congestion**

*Concern was raised over the increase in traffic congestion in the court. It is noted that the proposal provides two car parking spaces per dwelling and complies with the car parking requirements of Clause 52.06. On-site visitor car parking is not required as less than 5 dwellings are proposed. Furthermore, the proposal was referred to Council's Traffic Engineers who raised no concern with respect to on-street parking, traffic from the proposed development, congestion or the like.*

- **On-street parking**

*Concern was raised over the increase to on-street parking. It is noted that the proposal provides two car parking spaces per dwelling and complies with the car parking requirements of Clause 52.06. On-site visitor car parking is not required as less than 5 dwellings are proposed. Furthermore, the proposal was referred to Council's Traffic Engineers who raised no concern with respect to on-street parking, congestion or the like. The proposal was also referred to Council's Parking Management Unit, who had no objection to the proposal provided the car parking requirements of Clause 52.06 were met (which have been met on site).*

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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

*The development proposes only one crossover to service both dwellings on an allotment with a frontage of less than 17 metres. Although the crossover is proposed in a new location, this is effectively the same as the existing conditions. As such, the development would result in no net loss of existing on-street car parking.*

- **Traffic generated from construction**

*Concern was raised over traffic and parking generated from future construction workers and exceeding the parking limit. Parking restrictions are regulated by Council's parking enforcement officers. It is noted any workers during construction would be subject to these restrictions. Furthermore, parking restrictions are not a planning consideration and no further response is required.*

- **Blocking access to existing dwellings / private properties**

*Illegally parked vehicles and blocking of access to existing dwellings is regulated by Council's parking enforcement officers. Illegal parking is not a planning consideration and no further response is required.*

- **Parking restrictions**

*Parking restrictions are regulated by Council's parking enforcement officers, who manage street parking and illegally parked vehicles. However, parking restrictions are not a planning consideration and no further response is required.*

## **Assessment**

The subject site is located within an established residential area and is well suited for the development of medium density housing given the zoning and that the site is located within easy walking distance of community facilities and public transport. The proposal also seeks to reduce pressure on the urban fringe by providing two (2) dwellings where previously one (1) existed through the redevelopment of the site, thereby ensuring that the housing required for the growing population is facilitated.

As required by the relevant provisions of the Planning Scheme, the proposed development has been assessed against the following:

- Clause 55 (full assessment attached as attachment 5) as well as Schedule 1 to the General Residential Zone;
- Clause 52.06 (full assessment attached as attachment 4); and
- Clause 22.09 (full assessment attached as attachment 3).

The proposal complies with all requirements of these clauses except in the instances detailed below, where variations or conditions are required.

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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

**Use**

As outlined in Clause 32.08-2 (General Residential Zone), a dwelling is listed as a Section 1 use, and a planning permit is not required for the use of the proposal. However, a planning permit is required for the buildings and works, which is discussed below.

**Development**

**Planning Policy Framework / Local Planning Policy Framework**

In considering the Planning Policy Framework and the Local Planning Policy Framework, Council can establish that an acceptable proposal will be guided by:

- Clause 55 *Two or more dwellings on a lot; and*
- Clause 22.09 *Residential Development and Neighbourhood Character.*

Each of these Clauses ensure that Council facilitates the orderly development of urban areas, which is a specific objective of Clause 11.02 Settlement.

The objectives of Clause 15.01-1S Urban Design, Clause 15.01-2S Building Design 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.

The identified preferred future character is set out in Clause 22.09. It is considered that the proposed design response respects the preferred neighbourhood character of the incremental change area. This will be further discussed below.

The design of the dwellings are considered to be in keeping with the existing and preferred neighbourhood character by way of first floor setbacks, separation between dwellings, and capacity for substantial landscaping and canopy tree planting throughout the site.

The proposal's compliance with Clause 22.09 and Clause 55 (subject to conditions) 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.

**Clause 22.09 Assessment**

The identified future character for the site is set out in Clause 22.09. The subject site is within the Incremental Change Area. The policy at Clause 22.09-3 seeks well designed and site responsive medium density development that respects the existing neighbourhood character and provides appropriate setbacks, private open space areas and high quality landscaping, to protect the amenity of adjoining dwellings.

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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

The subject site is located within an established residential area with single storey dwellings on the north, south and east. It is noted that the site has no adjoining sensitive interfaces. Neighbouring secluded private open spaces are located well away from the boundaries with the subject site.



The proposal is a site responsive design that provides generous ground level setbacks from all boundaries, which will allow for high quality landscaping along the boundaries to screen and soften the appearance of the built form from neighbouring properties (subject to conditions of permit). Generous private open space areas have been provided which will allow canopy tree planting within the front setback and rear secluded private open space areas which will contribute to the landscape character. It is noted that there is an opportunity to improve landscaping within the frontage and soften the driveway, with regard to increased landscaping of the vehicular accessway, with this to be addressed as a condition of permit.

Subject to conditions of permit, the proposal does not present unacceptable overlooking, and there is no overshadowing of any neighbouring primary secluded private open space areas. The dwellings have been well articulated through varying setbacks and proposed materials.

The proposal includes a double storey dwelling to the rear of the site. While Clause 22.09 seeks single storey dwellings to the rear, it provides for instances where double storeys can be supported. The subject site has an unusual context, in that the allotment pattern is not in keeping with the surrounding allotments, in that the site's maximum depth does not line up with the adjoining allotments having a maximum depth of 39 metres, where the adjoining allotments has a typically maximum depth of approximately 46 metres.

To the north, the double storey form is in keeping with the built form of the existing dwelling and would be setback 3.3 metres from the boundary. The east is not considered to be a sensitive interface as the existing dwelling is setback 30 metres from the common boundary, and this dwelling has a boundary fence that encloses its secluded private open space (which is setback 18.8 metres from the common boundary). It is further noted that the double storey form would be setback 3.2 metres from the east boundary. To the south, the site adjoins a single storey dwelling with a small area of

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

secluded private open space on the common boundary. However, it is noted that the main secluded private open space area to the existing dwelling is located at the east (rear boundary) and south of the dwelling and the double storey would be setback 3.7 metres from this boundary.

As such, given the unusual context of this site and the proposed upper floor setbacks, the bulk of the building would not adversely affect the identified future character of the area and the double storey to the rear is considered acceptable. It is considered that the proposal has been designed to protect the amenity of adjoining dwellings and to contribute to the landscape character as required by Clause 22.09.

A full Clause 22.09 Assessment is attached to this report at Attachment 3.

**Clause 55 Assessment**

A Clause 55 Assessment is attached to this report at Attachment 5. The proposal meets all of the objectives of Clause 55. Standards that warrant further consideration are discussed as follows:

**Clause 55.03-6 Landscaping objectives – Standard B13**

This standard requires a landscape layout and design that specifies themes and vegetation. While the proposal provides adequate space for landscaping treatments across the site, a landscape plan has not been submitted as part of the application and it is recommended to be requested as a condition of permit. The objective would be met, subject to a condition of permit.

**Clause 55.04-2 – Walls on boundaries objective – Standard B18**

The standard states the height of a new wall constructed on a boundary or a carport constructed on or within 1 metre of a side or rear boundary should not exceed an average of 3.2 metres with no part higher than 3.6 metres unless abutting a higher existing or simultaneously constructed wall. The average height of wall on boundary is determined by the area of the wall / length of the wall.

It is noted that the average height of walls on boundaries complies for the proposed walls on the north and south boundaries. However, the proposed garage wall on the east boundary has an average height of 3.39 metres, exceeding the average of 3.2 metres. This wall would seek a minor variation of 0.19 metres.

The variation is considered acceptable in this instance as it is unlikely to result in an adverse visual amenity impact on the adjoining allotment to the east. As has been established, the adjoining site to the east has an unusual context with the existing dwelling being setback 30 metres from the common boundary. Furthermore, this dwelling has a boundary fence that encloses the secluded private open space which is setback 18.8 metres from the common boundary.



**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.04-6 – Overlooking objective – Standard B22**

The south-facing first floor habitable room windows of Bed 3 and the sitting room to dwelling 2 would have a direct view into the adjoining secluded private open space. It is noted that this area is not the prime open space area and mainly a thoroughfare or service yard. However, it is still an area of secluded private open space and the windows of the proposed development are required to be screened.

A permit condition will ensure these windows have fixed, obscured glazing or fixed external screens in accordance with Standard B22.

It is further noted, that external screens are proposed as a method of screening and that all annotations should be updated to ensure that the external screens are compliant with Standard B22.

As per Standard B22, the boundary fences at ground floor would act as a barrier to overlooking as the fences are greater than 1.8 metres in height and floor level is less than 0.8 metres above ground level at the boundary. However, it is noted that on the ground floor plan, the height of the north boundary fence has not been included on plans. The north elevation annotates the fence at a height of 1.9 metres. A condition of permit is recommended that the ground floor plan be updated to include the height of boundary fence at 1.9 metres.

**Car Parking**

The proposal provides four (4) on site car parking spaces, and as such complies with the requirements of Clause 52.06 with respect to the number of car parking spaces required (Clause 52.06-5). A Clause 52.06 Assessment is attached to this report at Attachment 5. The standard that warrants further consideration is discussed as follows:

**Design Standard 2 – Car Parking Spaces**

The garage to dwelling 2 is a double garage and requires an internal dimension of 6 metres long by 5.5 metres wide. The external storage is located in the garage, and 9 cubic metres has been provided. It is noted that only 6 cubic metres is required to comply with Standard B30 (Storage objective) to Clause 55.05-6. The location of the storage shed would result in an internal dimension of 5.8 metres long by 5.5 metres wide. As such, a condition is recommended for the permit that the storage be reduced (to a minimum of 6 cubic metres) and an internal dimension of 6 metres be provided.

**Subdivision**

The proposal was assessed against the decision guidelines of all relevant Clauses of the Greater Dandenong Planning Scheme and considered to be generally in accordance. It is considered that the proposed two (2) lot subdivision is appropriate for the subject site and surrounding area and will not compromise the purpose of the zone.

As the proposed subdivision is a part of a development application, an assessment against Clause 56 is not necessary.

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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

Pursuant to Clause 53.01-1, a public open space contribution is not required. Pursuant to Clause 53.01-1 a subdivision is exempt from a public open space required specified in this scheme if: *It subdivides land into two lots and the council considers it unlikely that each lot will be further subdivided.* The proposed subdivision is for two lots with common property and Council is satisfied/considers it is unlikely that each lot would be further subdivided.

Pursuant to Clause 65.02 before deciding on an application to subdivide land, the Responsible Authority must also consider the design and siting of buildings having regard to safety and the risk of spread of fire. To address this matter, it is deemed necessary for a Building Regulation 231 Statement to be provided by the applicant prior to Certification as evidence that the development meets Building Regulation requirements in regard to fire safety. This is to be included as a Condition of Permit.

Pursuant to Clause 66.01-1, an application that is listed in the subdivision referrals table must be referred to the specified referral authorities. The permit is to contain the mandatory conditions addressing the requirement for Telecommunications Advice; the application is not eligible for the exemptions included in the Clause in that it is not any of the following:

- An application to subdivide land in a rural zone, public land zone, Urban Floodway Zone or Special Use Zone if the responsible authority is satisfied that connection to telecommunication services is not warranted;
- An application to realign the common boundary between two lots (boundary realignment); or
- An application to subdivide an existing building already connected to telecommunication services.

It is further noted, that the nearest fire hydrant is within 120 metres of the rear of the site, being located approximately 68 metres from the rear of the site and as such the proposal was not referred to the CFA under Section 55 of the Planning and Environment Act.

**Environmentally Sustainable Development**

Clause 22.06 of the Greater Dandenong Planning Scheme sets out that development should be energy efficient and encourage sustainable development.

Where an application proposes 3 or more dwellings, a Sustainable Design Assessment (SDA) must be submitted. Where an application proposes 10 or more dwellings, a Sustainable Management Plan (SMP) must be submitted.

As the application proposes two (2) dwellings, an SDA or SMP are not required.

**Conclusion**

The proposal is consistent with the provisions of the Greater Dandenong Planning Scheme, including the zoning requirements, local policy direction, application of Clauses 22.09, 52.06 and 55, and the decision guidelines of Clause 65.



**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Recommendation**

That Council resolves to issue a Notice of Decision to grant a permit in respect of the land known and described as 36 Marna Court, NOBLE PARK (Lot 1 PS140238), for the purpose of 'development of the land for two (2) double storey dwellings and subdivision of the land into two (2) lots' in accordance with the plans submitted with the application subject to the following conditions:

1. Prior to the endorsement of plans, 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, but modified to show:
  - 1.1. The following first floor south facing windows to Dwelling 2 be screened in accordance with Standard B22 (Overlooking)
    - 1.1.1 Bed 3; and
    - 1.1.2. The sitting room.
  - 1.2. The annotations to all external screens proposed to be updated in accordance with Standard B22 (Overlooking);
  - 1.3. The 1.9 metre high boundary fence to be annotated on the ground floor plan on the north boundary;
  - 1.4. The storage space within the garage reduced to a minimum of 6 cubic metres and the internal dimension of the garage increased to a minimum of 6 metres;
  - 1.5. A 500mm garden bed provided on the south side of the entry of the driveway that tapers back in width to the start of dwelling 1 and for the minimum driveway width to be retained as 3 metres; and
  - 1.6. Updated subdivision documents including a fully dimensioned subdivision plan and owners corporation schedule, prepared by a suitably qualified land surveyor;
2. Before the approved development starts, and before any trees or vegetation are removed, an amended landscape plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The amended 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 provided. The landscape plan must show:

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

- 2.1. plans to accord with Condition 1 of this permit;**
- 2.2. the site at a scale of 1:100/200, 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. 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. a plant schedule giving a description of botanical name, common name, mature height and spread, pot size, purchase height (if a tree) and individual plant quantities;**
- 2.6. at least one (1) advanced canopy tree with a minimum planting height of 1.5 metres within the rear secluded open space areas of each dwelling;**
- 2.7. at least two (2) advanced native canopy trees with a planting height of 1.5 metres within the frontage of dwelling 1;**
- 2.8. any paving or deck areas within the secluded open space area of the proposed dwelling on a permeable base.**

**When approved, the amended 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.**

**Development Conditions**

- 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.**

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

5. Letterboxes and all other structures (including visually obstructive fencing and landscaping) should be constructed to a maximum height of 900mm or relocated clear of a splayed area (2m x 2.5m) along the frontage road at access points in accordance with Dandenong Planning Scheme Clause 52.06-9.
6. Provision must be made for the drainage of the site including landscaped and pavement areas, all to the satisfaction of the Responsible Authority.
7. The connection of the internal drainage infrastructure to the Legal Point of Discharge must be to the satisfaction of the Responsible Authority.
8. Stormwater discharge is to be retained on site to the pre-development level of peak stormwater discharge, to the satisfaction of the Responsible Authority.
9. Before the approved building is occupied, all piping and ducting above the ground floor storey of the building, except downpipes, must be concealed to the satisfaction of the Responsible Authority.
10. Access to the site and any associated roadwork must be constructed, all to the satisfaction of the Responsible Authority.
11. Standard concrete vehicular crossing/s must be constructed to suit the proposed driveway/s in accordance with the Council's standard specifications. Any vehicle crossing no longer required must be removed and the land, footpath and kerb and channel reinstated, to the satisfaction of the Responsible Authority.
12. Service units, including air conditioning/heating units, must not be located on any of the balcony areas or where they will be visible from any public area.
13. Except with the prior written consent of the Responsible Authority, floor levels shown on the endorsed plan/s must not be altered or modified.
14. Before the approved building is 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.
15. Before the approved building is 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.
16. All glazing must at all times be maintained to the satisfaction of the Responsible Authority.
17. Before the approved building is occupied, all boundary walls in the development must be constructed, cleaned and finished to the satisfaction of the Responsible Authority.

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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

**Subdivision Conditions**

- 18. Prior to Certification of the Plan of Subdivision, the owner must provide evidence from a qualified building surveyor that the buildings are in conformity with relevant Building Regulations to the satisfaction of the Responsible Authority. This includes, but is not limited to, the fire rating of any structure or windows on or near proposed boundaries of the lots.**
- 19. The subdivision as shown on the endorsed plans must not be altered, unless with the written consent of the Responsible Authority.**
- 20. Prior to the Statement of Compliance of the Plan of Subdivision, the owner of the land must either:**
  - 20.1. Complete the development of the land in the subdivision in accordance with Planning Permit No. PLN19/0357 or any amended or subsequent permit; or**
  - 20.2. Complete all common property, including drainage retention system, access provisions to each lot and enter into an agreement under Section 173 of the *Planning & Environment Act 1987* with the Responsible Authority to provide for:**
    - 20.2.1. The development of all the land in the subdivision to be in accordance with Planning Permit No. PLN19/0357 or any amended or subsequent permit;**
    - 20.2.2. The owner to cover all costs relating to the preparation and registration of the Agreement (including costs incurred by the Responsible Authority);**

**All to the satisfaction of the Responsible Authority.**
- 21. The owner of the land must enter into an agreement with:**
  - 21.1. a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and**
  - 21.2. a suitably qualified person for the provision of fibre-ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.**

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

- 22. Before the issue of a Statement of Compliance for any stage of the subdivision under the *Subdivision Act 1988*, the owner of the land must provide written confirmation from:**
- 22.1. a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and**
  - 22.2. a suitably qualified person that fibre-ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.**
- 23. The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity and gas services to each lot shown on the endorsed plan in accordance with the authority's requirements and relevant legislation at the time.**
- 24. All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.**
- 25. The plan of subdivision submitted for certification under the *Subdivision Act 1988* must be referred to the relevant authority in accordance with Section 8 of that Act.**
- 26. Prior to the issue of a Statement of Compliance, the Owner shall enter into and comply with an agreement with Melbourne Water Corporation for the acceptance of surface and storm water from the subject land directly or indirectly into Melbourne Water's drainage systems and waterways and other matters in accordance with the powers of Melbourne Water Corporation under the *Water Act 1989*.**
- 27. Provision must be made for the drainage of each lot shown on the approved Plan of Subdivision in accordance with plans and specifications to be submitted to and approved by the Responsible Authority, prior to occupation of the site, all to the satisfaction of the Responsible Authority.**
- 28. Civil Development Conditions**
- 28.1. Prior to the Statement of Compliance being issued the following must be satisfied:**
    - 28.1.1. All works for the development must be completed to the satisfaction of responsible authority.**
    - 28.1.2 The proposed drainage works for the development must be completed in accordance with the approved plans.**

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

**28.1.3. Any works undertaken within the road reservation and easements will require the developer to obtain a Civil Works Permit from Council**

**28.1.4. Asset Protection Permit to be finalised.**

**29 This permit will expire if:**

**29.1. The development or any stage of it does not start within two (2) years of the date of this permit, or**

**29.2. The development or any stage of it is not completed within four (4) years of the date of this permit, or**

**29.3. This permit will expire if the Plan of Subdivision is not certified within two (2) years from the date of issue of this permit.**

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

**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:**

**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.**

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

**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**

**Any works undertaken within the road reservation and easements will require the developer to obtain a Civil Works Permit from Council.**

**Prior to works commencing the developer will need to obtain an Asset Protection Permit from Council.**

**An application must be made with Council's Parks Department for the street tree removal. The street tree must only be removed by or under the supervision of the Council. Prior to removal of the tree the replacement cost must be paid to Council.**

**Council Melaleuca may be removed as a Customer funded tree removal. Resident to pay for the removal and subsequent replacement tree.**

**The following South East Water agreement options are available:**

- (1) Application to enter into a Development Deed – Works – if South East Water reticulated sewer/water/recycled water (as applicable) is required to be extended to service lots within the development.**
- (2) Application For Notice of Agreement Subdivision - Non Works – if South East Water reticulated sewer/water/recycled water (as applicable) is available to the development and the owner only requires Statement of Compliance to release the titles (i.e. subdivision prior to building).**



**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

- (3) Plumbing Industrial, Commercial, Units and Private Water application – if South East Water reticulated sewer/water/recycled water (as applicable) is available to the development and the owner wishes to commence construction of the building/s (i.e. building prior to subdivision).

To obtain a copy of the appropriate application form required, please go to the website (Property Tab / Land Development). [www.southeastwater.com.au](http://www.southeastwater.com.au) (Property Tab / Land Development).

The required forms to be submitted to Council in relation to telecommunications conditions can be found at the Advisory Note 49 – Telecommunications Services and Facilities in Subdivisions.

For subdivisions without existing infrastructure on the street where an extension is required to the existing telecommunications network (such as new poles, lines, pits, towers or satellite dishes), the Australian Communications and Media Authority (ACMA) has a list of carriers (owners of a telecommunications network) that can provide written confirmation to a council that all lots are connected to or ready for connection to telecommunications services at

<http://www.acma.gov.au/Industry/Telco/Carriers-and-service-providers/Licensing/register-of-licensed-carriers-licensing+acma>

In relation to providing pit and pipe design and build fibre ready services the NBN Co has provided a list of some of the pit and pipe suppliers and manufacturers at <http://www.nbnco.com.au/assets/documents/pit-and-pipe-supplier-list.pdf>

For subdivisions with existing infrastructure on the street where lots have access to and can connect to the existing telecommunications network on an adjoining street through the installation of a starter conduit or lead-in connection only, a telecommunications network or service provider can also be a person or organisation that is qualified to install the starter conduit or lead-in connections and supporting infrastructure (usually through lead-in conduit or lead-in trenching) from the existing telecommunications network to a new lot or multi-lot building. To determine if your cabler is registered, please consult:

<http://www.acma.gov.au/theACMA/Library/Corporate-library/Forms-and-registers/is-your-cabler-registered>

If you have a condition on your permit requiring the owner to enter into agreements with telecommunication and fibre ready services, the owner/developer should enter into these agreements as soon as possible; the agreement can take weeks to be processed and this may delay statement of compliance being issued. The statement of compliance will not be issued unless evidence of this agreement is provided from the authorised utility company; any submission from a contractor in relation to lead-ins in established areas must include documentation such as plans, photos of the lead-ins, and the registered person's qualifications.



**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357)  
(Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION - 36 MARNA COURT, NOBLE PARK  
(PLANNING APPLICATION NO. PLN19/0357)**

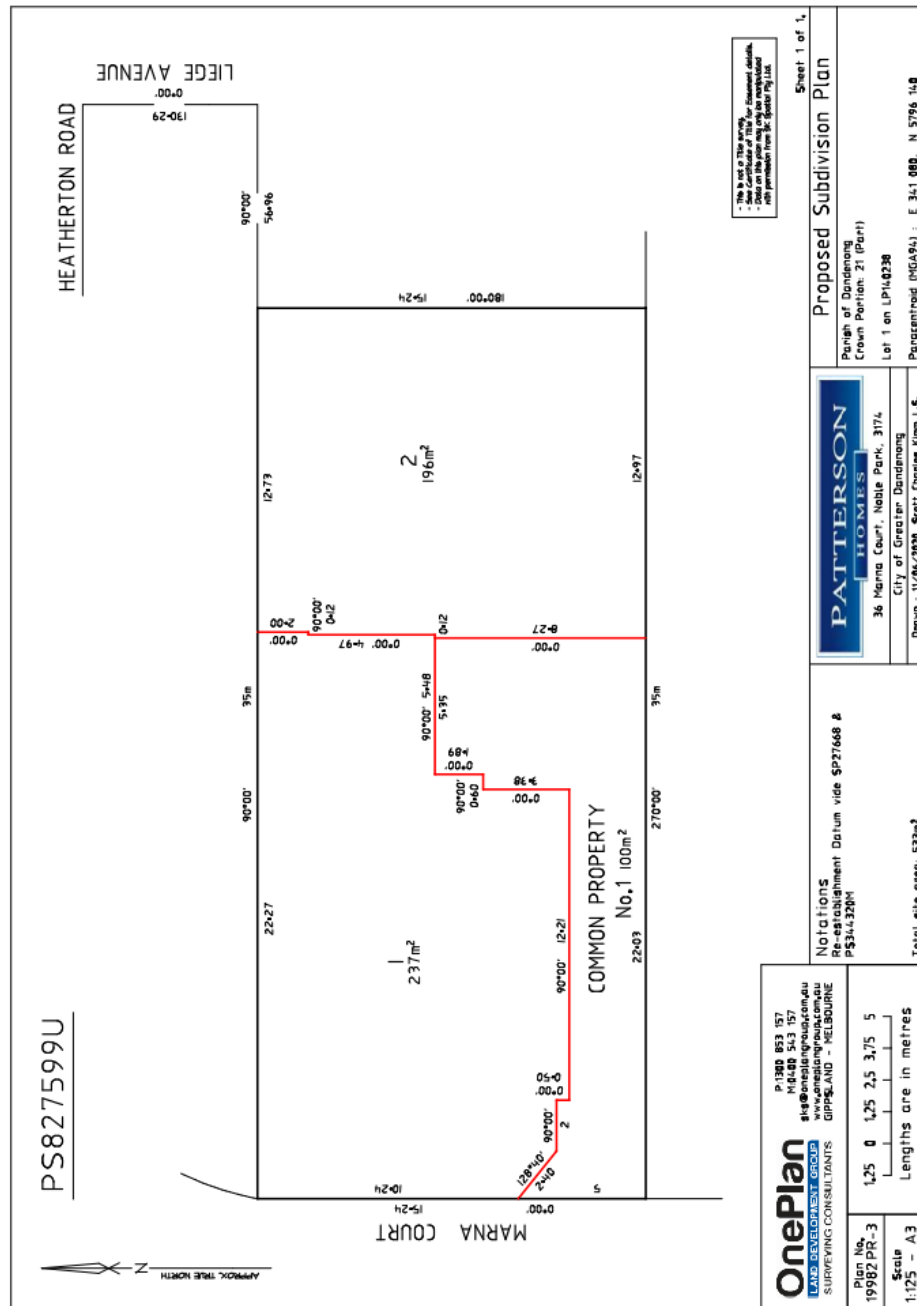
**ATTACHMENT 1**

**SUBMITTED PLANS**

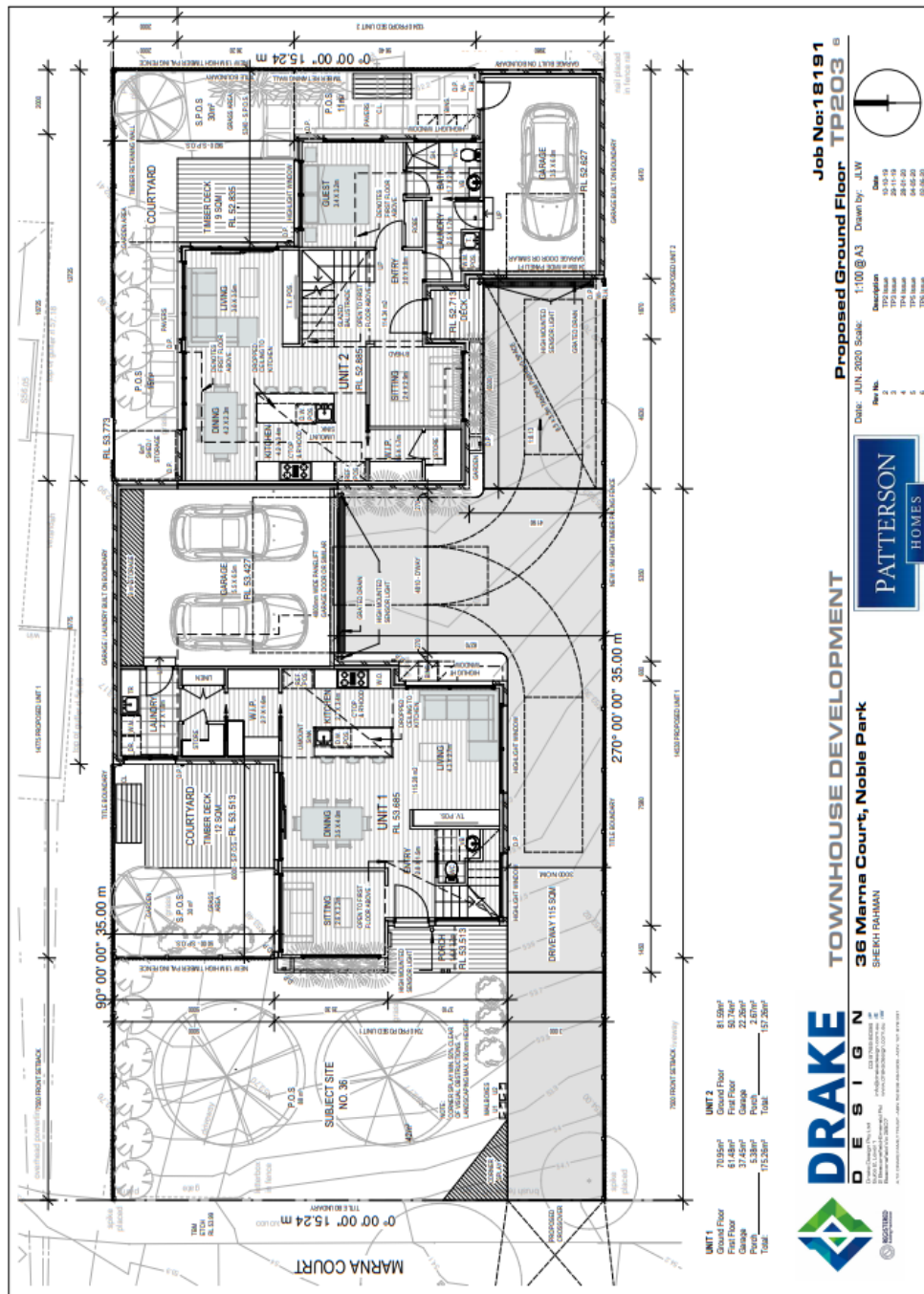
**PAGES 8 (including cover)**

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

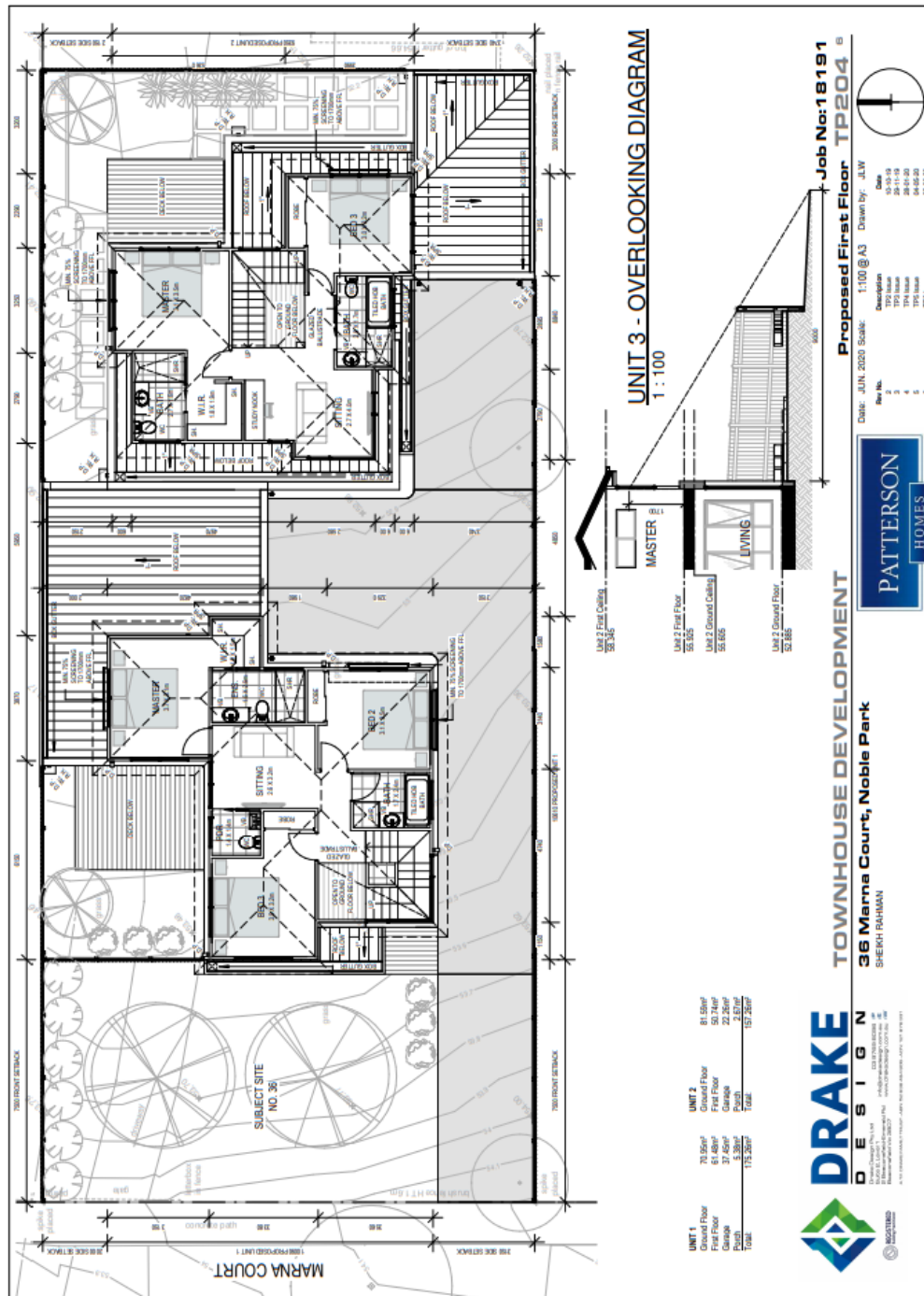
**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

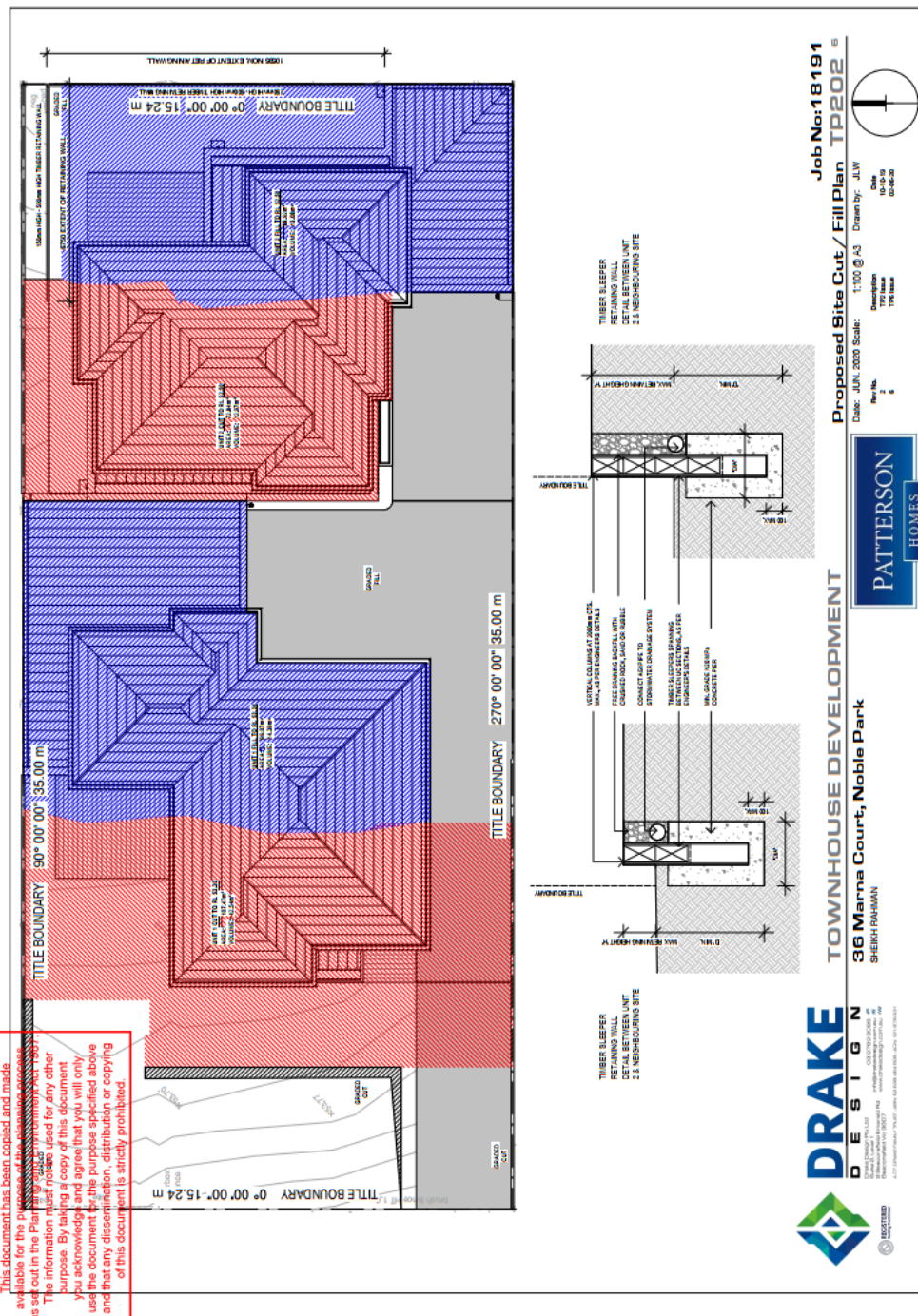


**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**



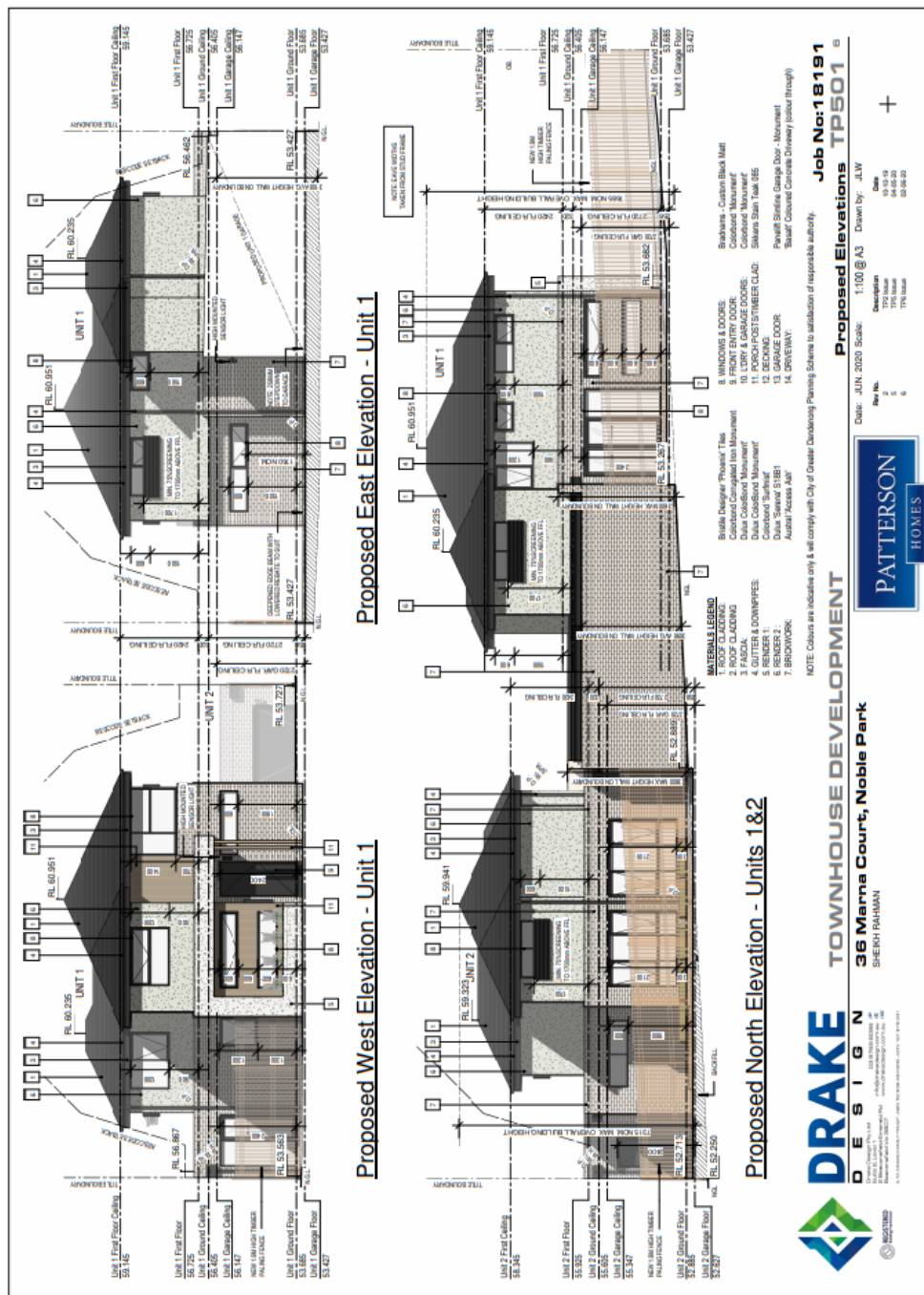
**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357)  
(Cont.)**



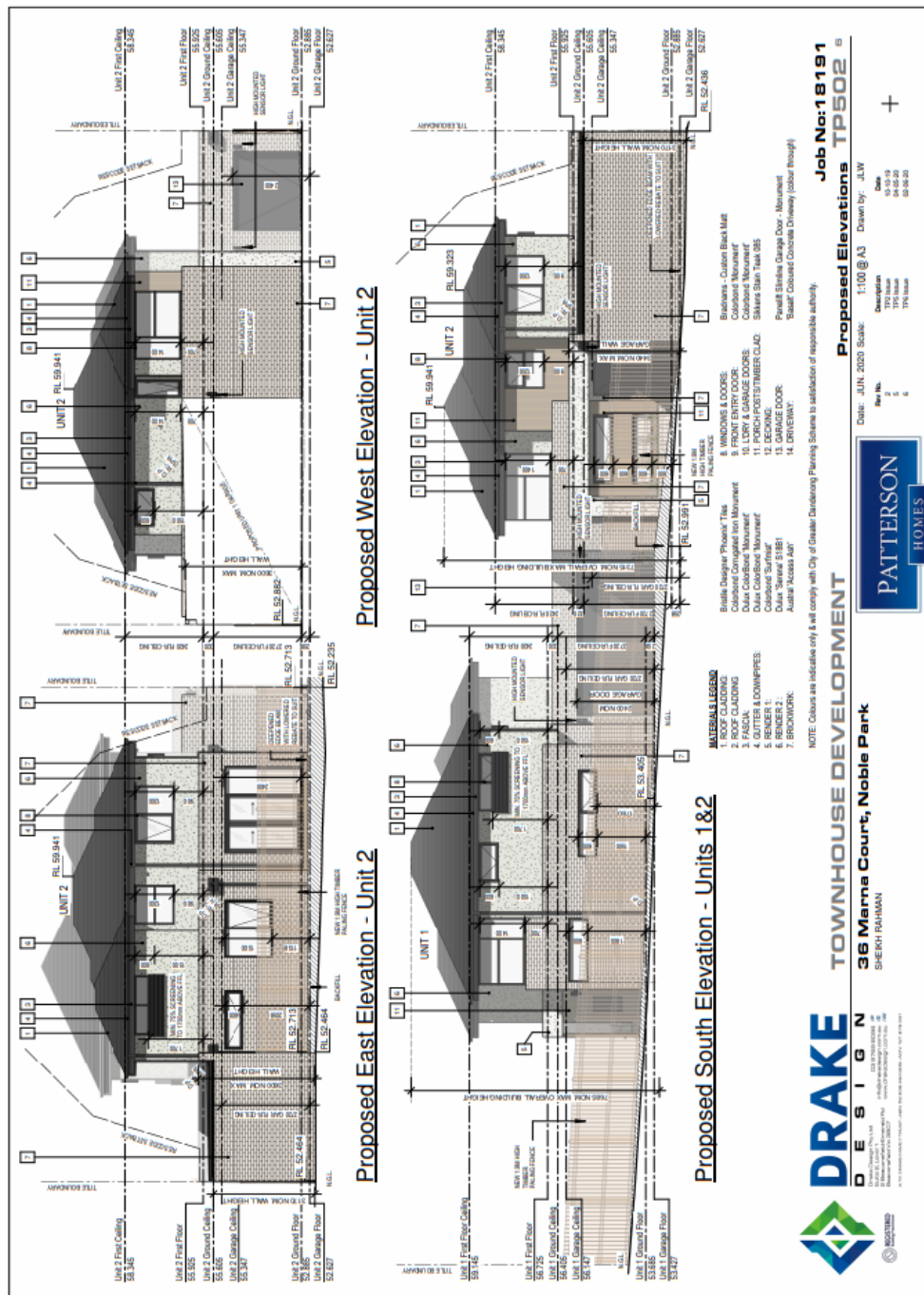




**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**



**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**



**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**



1. ROOF CLADDING - BRISTLE DESIGNER PHOENIX TILES



6. RENDIER 2 - DULUX SERENA S1881



5. RENDIER 1 - COLOBOND SURFMIST



2. ROOF CLADDING - COLOBOND CORRUGATED IRON MONUMENT



3. FASCIA, DULUX COLOBOND MONUMENT



4. GUTTER & DOWNPIPES - DULUX COLOBOND MONUMENT



8. FRONT ENTRY DOOR - DULUX COLOBOND MONUMENT



10. LAUNDRY & GARAGE DOORS - DULUX COLOBOND MONUMENT



Custom Black Matt



Teak (085)



7. BROCKWORK - AUSTRAL ACCESS ASH



CCSolutions Basalt



13. GARAGE DOOR - PANELIFT SLATLINE GARAGE DOOR MONUMENT

11. PORCH POSTS/TIMBER SLATS - SINKENS STAIN TEAK 085

8. WINDOWS AND DOORS - BRICKWORK - CUSTOM BLACK MATT

9. WINDOWS & DOORS - BRICKWORK - CUSTOM BLACK MATT

10. LOFT & GARAGE DOORS - SINKENS STAIN TEAK 085

11. PORCH POSTS/TIMBER CLAD - SINKENS STAIN TEAK 085

12. GARAGE DOOR - PANELIFT SLATLINE GARAGE DOOR - MONUMENT

13. GARAGE DOOR - PANELIFT SLATLINE GARAGE DOOR - MONUMENT

14. DRIVEWAY - BASALT COLOURED CONCRETE DRIVEWAY (COLOUR THROUGH)

**MATERIALS LEGEND**

1. ROOF CLADDING - BRISTLE DESIGNER PHOENIX TILES

2. ROOF CLADDING - COLOBOND CORRUGATED IRON MONUMENT

3. FASCIA, DULUX COLOBOND MONUMENT

4. GUTTER & DOWNPIPES - DULUX COLOBOND MONUMENT

5. RENDIER 1 - COLOBOND SURFMIST

6. RENDIER 2 - DULUX SERENA S1881

7. BROCKWORK - AUSTRAL ACCESS ASH

8. WINDOWS AND DOORS - BRICKWORK - CUSTOM BLACK MATT

9. WINDOWS & DOORS - BRICKWORK - CUSTOM BLACK MATT

10. LOFT & GARAGE DOORS - SINKENS STAIN TEAK 085

11. PORCH POSTS/TIMBER CLAD - SINKENS STAIN TEAK 085

12. GARAGE DOOR - PANELIFT SLATLINE GARAGE DOOR - MONUMENT

13. GARAGE DOOR - PANELIFT SLATLINE GARAGE DOOR - MONUMENT

14. DRIVEWAY - BASALT COLOURED CONCRETE DRIVEWAY (COLOUR THROUGH)

NOTE: Colours are indicative only & will comply with City of Greater Dandenong Planning Scheme to satisfaction of responsible authority.



**DRAKE**  
DESIGN

1/100 Dandenong Road, Dandenong VIC 3175  
Tel: 03 9450 1111  
Email: info@drakedesign.com.au

**TOWNHOUSE DEVELOPMENT**

**36 Marna Court, Noble Park**

**SHEKH RAHMAN**

**Job No: 18191**

**Proposed Materials TP902**

Date: JUN 2020 Scale: 1:50 Drawn by: MJS

Rev No: 0 Description: 10% Issue Date: 05-06-20



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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357)  
(Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION - 36 MARNA COURT, NOBLE PARK  
(PLANNING APPLICATION NO. PLN19/0357)**

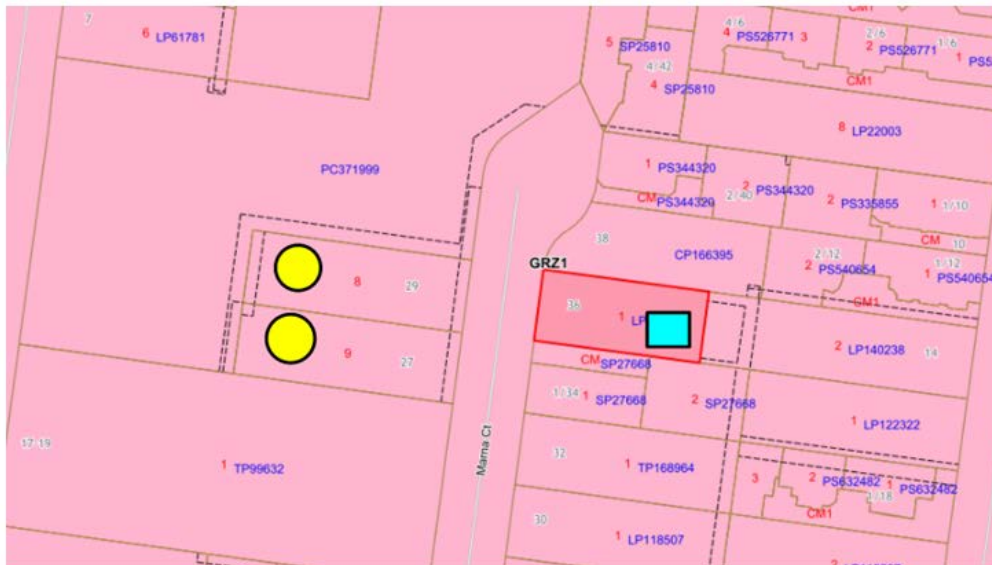
**ATTACHMENT 2**

**LOCATION OF OBJECTORS**



**PAGES 2 (including cover)**

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

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**



**Map Legend:**

Subject Site	
Location of objector	

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357)  
(Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION - 36 MARNA COURT, NOBLE PARK  
(PLANNING APPLICATION NO. PLN19/0357)**

**ATTACHMENT 3**

**CLAUSE 22 ASSESSMENT**

**PAGES 12 (including cover)**

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Assessment Table for Clause 22****Clause 22.09-3.1 Design Principles for all residential developments**

Title /Objective	Principles	Principle met/Principle not met/NA
<b>Safety</b>	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>✓ <b>Principle met</b></p> <p>The proposal would have an active frontage with ground floor habitable room windows oriented towards the street.</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>✓ <b>Principle met</b></p> <p>Passive surveillance of street and public realm is provided through windows fronting the street at both ground and upper floor level. Habitable room windows are oriented towards the internal accessway and car parking areas.</p>
	Use semi-transparent fences to the street frontage.	<p>✓ <b>Principle met</b></p> <p>No front fence is proposed</p>
	Light communal spaces including main entrances and car parking areas with high mounted sensor-lights.	<p>✓ <b>Principle met</b></p> <p>High mounted sensor lighting has been provided to the garages, and entry to dwelling 1. The sensor lighting provided to dwelling 2 would be capable of lighting the entrance.</p>
	Ensure that all main entrances are visible and easily identifiable from the street. Locate non-habitable rooms such as bathrooms, away from entrances and street frontage.	<p>✓ <b>Principle met</b></p> <p>✓ <b>Principle met</b></p> <p>Both habitable and non-habitable windows are located on the frontage to dwelling 1. The non-habitable room windows have been recessed from the frontage.</p>
<b>Landscaping</b>	Residential development should:	

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

	Provide substantial, high quality on-site landscaping, including screen planting and canopy trees along ground level front and side and rear boundaries.	<p>✓ <b>Principle met (with condition of permit)</b></p> <p>A landscape plan has not been submitted as part of the application and would be requested as a condition of permit.</p> <p>It is noted that the proposal would be capable of accommodating substantial high quality landscaping, including screen planting and canopy trees within the frontage and rear SPOS areas.</p>
	Provide substantial, high quality landscaping along vehicular accessways.	<p>✓ <b>Principle met (with condition of permit)</b></p> <p>There is no landscaping of the accessway proposed internally of the site. It is noted that there is an opportunity to improve the landscaping within the frontage of the site (for the first 7.5 metres). A condition requiring a 500mm garden bed is recommended for the permit and for the accessway to remain a minimum of 3 metres wide, to improve the landscaping of the vehicular accessway.</p>
	Include the planting of at least one substantial canopy tree to each front setback and ground level secluded private open space area.	<p>✓ <b>Principle met (with condition of permit)</b></p> <p>A landscape plan has not been submitted as part of the application and would be requested as a condition of permit.</p> <p>It is noted that the proposal would be capable of accommodating two canopy trees within the frontage and one per rear secluded private open space area. To ensure this outcome, it is recommended to be include as a condition of permit (should a permit be granted).</p>
	Planting trees that are common to and perform well in the area.	<p>✓ <b>Principle met (with condition of permit)</b></p> <p>A landscape plan has not been submitted as part of the application and would be requested as a condition of permit.</p>

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

	Avoid the removal of existing mature trees by incorporating their retention into the site design.	<p>✓ <b>Principle met</b> There is currently minimal vegetation on site, with two trees proposed to be removed to accommodate the development. It is noted that these trees do not require a permit to be removed, and other conditions of permit would offset the loss of these trees.</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>✓ <b>Principle met</b> The frontage would be capable of accommodating two canopy trees within the frontage and further sets aside &gt;70% of the frontage for landscaping which would be capable of screening the built form when viewed from the street.</p>
	Ensure that landscaping also addresses the Safety Design Principles.	<p>✓ <b>Principle met</b></p>
	Canopy trees should be planted in well proportioned setbacks/private open space that are sufficient to accommodate their future growth to maturity.	<p>✓ <b>Principle met</b> The proposal would provide well-proportioned setbacks and private open space areas that would allow for canopy trees to be planted and grow to full maturity.</p>
	Landscaping should minimise the impact of increased storm water runoff through water sensitive urban design and reduced impervious surfaces.	<p>✓ <b>Principle met</b> The proposal complies with Standard B9 (Permeability) and the objective to Clause 55.03-4, exceeding the requirements of the standard.</p>
	Landscaping should be sustainable, drought tolerant, and include indigenous species and be supported through the provision of rainwater tanks.	<p>✓ <b>Principle met (with condition of permit)</b> A landscape plan has not been provided. Should a permit be granted, a condition is recommended for the permit that landscaping include indigenous species.</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>✓ <b>Principle met</b> Only one crossover is proposed on an allotment with a frontage of 15.24 metres</p>
	Car parking	

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

	On-site car parking should be: <ul style="list-style-type: none"> <li>Well integrated into the design of the building,</li> <li>Generally hidden from view or appropriately screened where necessary,</li> <li>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.</li> </ul>	<p>✓ <b>Principle met</b> The double garage to dwelling 1 is located to the rear of the dwelling and would not be visible from the streetscape. The single garage and tandem space would be located at the rear of the site, setback approximately 23 metres from the frontage.</p> <p>✓ <b>Principle met</b> No parking is located within the frontage</p> <p><b>Not Applicable</b> Basement parking not proposed</p>
	Where car parking is located within the front setback it should be: <ul style="list-style-type: none"> <li>Fully located within the site boundary, and</li> <li>Capable of fully accommodating a vehicle between a garage or carport and the site boundary.</li> </ul>	Developments with basement car parking should consider flooding concerns where applicable.
	Residential developments should: <ul style="list-style-type: none"> <li>Provide a front setback with fence design and height in keeping with the predominant street pattern.</li> <li>Maintain the apparent frontage width pattern.</li> <li>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.</li> <li>Provide open or low scale front fences to allow a visual connection between landscaping in front gardens and street tree planting.</li> </ul>	<p>✓ <b>Principle met</b> The proposed setback is in keeping with the adjoining dwellings and streetscape pattern. No front fence proposed</p> <p>✓ <b>Principle met</b></p> <p>✓ <b>Principle met</b></p> <p>✓ <b>Principle met</b> No front fence proposed</p>
Setbacks, front boundary and width	All residential developments should provide good quality, useable private open space for each dwelling directly accessible from the main living area.	✓ <b>Principle met</b> Each dwelling complies with the minimum secluded private open space areas under the Schedule to the Zone and is directly accessible from the main living area.
	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.	✓ <b>Principle met</b> Indicative landscaping suggests that the POS is a usable space for domestic services and outdoor furniture and is capable of accommodating boundary landscaping.
Private open space		

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

	Private open space should be positioned to maximise solar access.	<p>✓ <b>Principle met</b> The primary secluded private open space is located on the north side of the dwelling</p>
	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.	<p>✓ <b>Principle met</b> The upper floors do not encroach on the ground floor private open space</p>
	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.	<p><b>Not Applicable</b> Apartments not proposed</p>
Bulk & Built Form	All residential developments should respect the dominant façade pattern of the streetscape by: <ul style="list-style-type: none"> <li>Using similarly proportioned roof forms, windows, doors and verandahs; and</li> <li>Maintaining the proportion of wall space to windows and door openings.</li> </ul>	<p>✓ <b>Principle met</b> The proposed dwellings are designed to be in keeping with the streetscape and neighbourhood character. The proposal has incorporated a similar roof form, with a pitched roof with eaves. Window, door and roof proportions and heights are respectful of the dominant façade pattern within the broader area.</p>
	Balconies should be designed to reduce the need for screening from adjoining dwellings and properties.	<p>✓ <b>Principle met</b> Balconies are not proposed</p>
	The development of new dwellings to the rear of existing retained dwellings is discouraged where: <ul style="list-style-type: none"> <li>The siting of the retained dwelling would not enable an acceptable future site layout for either the proposed or future dwelling; or</li> <li>The retention of the existing dwelling detracts from the identified future character.</li> </ul>	<p>✓ <b>Principle met</b> The site is currently vacant</p>
	On sites adjacent to identified heritage buildings, infill development should respect the adjoining heritage by: <ul style="list-style-type: none"> <li>Not exceeding the height of the neighbouring significant building;</li> <li>Minimising the visibility of higher sections of the new building; and</li> <li>Setting higher sections back at least the depth of one room from the frontage.</li> </ul>	<p>✓ <b>Principle met</b> Site not adjacent to a heritage building</p>
Site Design	Residential development should:	
	Preserve the amenity of adjoining dwellings through responsive site design that considers the privacy, solar access and outlook of adjoining properties.	<p>✓ <b>Principle met</b> Subject to conditions of permit, no issues identified in regard to the overlooking and overshadowing in the Clause 55 assessment.</p>

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



## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

	Maximise thermal performance and energy efficiency of the built form by addressing orientation, passive design and fabric performance	✓ <b>Principle met</b>
	Ensure that building height, massing articulation responds sensitively to existing residential interfaces, site circumstances, setbacks and streetscape and reduces the need for screening.	✓ <b>Principle met</b>
	Provide sufficient setbacks (including the location of basements) to ensure the retention of existing trees and to accommodate the future growth of new trees.	✓ <b>Principle met</b> Sufficient setbacks are provided to the front, side and rear to allow for canopy and screen planting
	Provide suitable storage provisions for the management of operational waste	✓ <b>Principle met</b>
	Appropriately located suitable facilities to encourage public transport use, cycling and walking.	✓ <b>Principle met</b>
<b>Materials &amp; Finishes</b>	Residential development should:	
	Use quality, durable building materials and finishes that are designed for residential purposes.	✓ <b>Principle met</b> The proposed materials of face brick, rendered walls and lightweight cladding are similar to those found in surrounding residential developments.
	Avoid the use of commercial or industrial style building materials and finishes.	✓ <b>Principle met</b> Materials are suited to residential developments
	Avoid using materials such as rendered cement sheeting, unarticulated surfaces and excessive repetitive use of materials.	✓ <b>Principle met</b> The proposal has been well articulated through variation to form and materials and varying setbacks
	Use a consistent simple palette of materials, colours finishes and architectural detailing.	✓ <b>Principle met</b>
	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.	✓ <b>Principle met</b>
<b>Domestic services normal to a dwelling and Building services</b>	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:	
	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.	✓ <b>Principle met</b>

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## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

	Be designed to avoid the location of domestic and building services: <ul style="list-style-type: none"> <li>• Within secluded private open space areas, including balconies; and</li> <li>• Where they may have noise impacts on adjoining habitable rooms and secluded private open space areas.</li> </ul>	✓ <b>Principle met</b>
Internal Amenity	Residential development should:	
	Ensure that dwelling layouts have connectivity between the main living area and private open space.	✓ <b>Principle met</b>
	Be designed to avoid reliance on borrowed light to habitable rooms.	✓ <b>Principle met</b>
	Ensure that balconies and habitable room windows are designed and located to reduce the need for excessive screening.	✓ <b>Principle met</b>
	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.	✓ <b>Principle met</b> Ground level living proposed

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## ORDINARY COUNCIL MEETING - AGENDA


**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

<b>Clause 22.09-3.3 Design principles for Incremental Change Areas – General Residential Zone (GRZ)</b>	
<b>Titles &amp; Objectives</b>	<b>Principles</b>
<b>Preferred housing type</b>	<p>The preferred housing type for the Incremental Change Area is medium density.</p> <p><b>Principle met/Principle not met/NA</b></p> <p>✓ <b>Principle met</b> Medium density proposed</p>
<b>Building Height</b>	<p>The preferred maximum building height for land within the GRZ1 and GRZ2 is up to 2 storeys, including ground level.</p> <p>✓ <b>Principle met</b> Two storeys proposed</p>
<b>Landscaping</b>	<p>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</p> <p>✓ <b>Principle met</b> A landscape plan has not been provided and would be requested as part of permit condition 2. Permit conditions would request two canopy trees with the front setback, and one canopy tree to each rear SPOS area. In addition, the proposal would also set aside &gt;70% of the front setback for landscaping, which would protect the outlook of adjoining properties. Overall indicative landscaping (and landscaping subject to permit conditions) would significantly improve the landscaping for the site.</p>
<b>Setbacks, front boundary and width</b>	<p>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.</p> <p>✓ <b>Principle met</b> Paving is limited to the 3-metre crossover within the frontage</p>
<b>Private open space</b>	<p>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.</p> <p>✓ <b>Principle met</b> The secluded private open space is located at either the side or rear of the dwelling</p>
<b>Bulk &amp; Built Form</b>	<p>Residential development should:</p> <p>Ensure that the built form respects the scale of existing prevailing built form character and responds to site circumstances and streetscape;</p> <p>Provide separation between dwellings at the upper level;</p> <p>Retain spines of open space at the rear of properties to maximise landscaping opportunities and protect private secluded open space;</p> <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> <p>✓ <b>Principle met</b> Dwellings 1 and 2 have a 5.34 metre minimum separation at first floor</p> <p>✓ <b>Principle met</b> No clear spine of open space located on the site</p> <p>✗ <b>Principle not met</b> Both dwellings are proposed as double storey.</p>

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## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

	<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"> <li>• The visual impact of the building bulk does not adversely affect the identified future character of the area;</li> <li>• Overlooking and/or overshadowing does not adversely affect the amenity of neighbouring properties;</li> <li>• The building bulk does not adversely affect the planting and future growth of canopy trees to maturity;</li> <li>• Sufficient side and rear boundary landscaping can be provided to screen adjoining properties;</li> <li>• Upper storey components are well recessed from adjoining sensitive interfaces.</li> </ul>	<p><b>✓ Principle met</b></p> <p>It is noted that a double storey dwelling is proposed to the rear. Double storey dwellings to the rear may be considered where a number of criteria is met. It is considered that the double storey to the rear is acceptable in this instance of the following reasons:</p> <ul style="list-style-type: none"> <li>- While the subject site is regular in shape, it has an unusual context. The allotment pattern is not in keeping with the surrounding allotments, in that the site's maximum depth does not line up with the adjoining allotments having a maximum depth of 39 metres, where the adjoining allotments has a typically maximum depth of approximately 46 metres (as shown below):</li> </ul>  <p>The adjoining contexts are as follows:</p> <ul style="list-style-type: none"> <li>- <u>North</u></li> </ul> <p>To the north the site adjoins a single storey dwelling with area of secluded private open space. The double storey form, which is setback 3.3 metres from the boundary, is in line with the existing built form of the dwelling and as such is unlikely to result in an adverse visual amenity impact to the secluded private open space area</p>
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2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)

<p><b>East</b></p> <p>To the east, the site adjoins a single dwelling on a lot. It is noted that this dwelling is setback 30 metres from the common boundary, and that this dwelling has a boundary fence that encloses the secluded private open space which is setback 18.8 metres from the common boundary. The double storey built form is setback 3.2 metres from the rear boundary, although it is noted that this is not currently being utilised as secluded private open space and is therefore not considered to be a sensitive interface</p>		<p><b>South</b></p> <p>To the south, the site adjoins a single storey dwelling with a small area of secluded private open space on the common boundary. However, it is noted that the main secluded private open space area to the existing dwelling is located at the east (rear boundary) and south of the dwelling.</p> <p>The double storey built form is setback 3.7 metres from the common boundary. Given that the primary secluded private open space areas to the existing dwelling (No 2/34 Marna Court) are offset from this boundary, the double storey form is unlikely to result in an adverse visual amenity impact on the existing secluded private open space. It is further noted, that common boundary that these dwelling would share is 21 metres, and of this the double storey form would only occupy 14% of that boundary.</p>
<p><i>If the details of the attachment are unclear please contact Governance on 8571 5309</i></p>		

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

		<p>As such, the bulk of the building would not adversely affect the identified future character of the area</p> <ul style="list-style-type: none"> <li>- Subject to the Clause 55 assessment, there were no concerns with overlooking or overshadowing on neighbouring properties,</li> <li>- The proposal would be capable of accommodating canopy trees and screen planting where necessary to further soften the double storey form.</li> </ul> <p>As such, the double storey to the rear is considered acceptable.</p> <p><b>✓ Principle met</b></p> <p>The proposal has been well articulated through varying setbacks, recession, and variation to forms.</p>
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**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.*

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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357)  
(Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION - 36 MARNA COURT, NOBLE PARK  
(PLANNING APPLICATION NO. PLN19/0357)**

**ATTACHMENT 4**

**CLAUSE 52 ASSESSMENT**

**PAGES 6 (including cover)**

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

### Assessment Table - Clause 52

#### 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:	<b>✓ Standard met</b>
	• Be at least 3 metres wide.	The proposed accessway is 3 metres wide
	• Have an internal radius of at least 4 metres at changes of direction or intersection or be at least 4.2 metres wide.	<b>✓ Standard met</b> The proposal was referred to Council's Transport Engineers, who had no concerns with the proposed parking layout
	• 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.	<b>Not Applicable</b>
	• Provide at least 2.1 metres headroom beneath overhead obstructions, calculated for a vehicle with a wheel base of 2.8 metres.	<b>✓ Standard met</b> No overhead obstructions
	• 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.	<b>✓ Standard met</b> The proposal was referred to Council's Transport Engineers, who had no concerns with the proposed parking layout
	• 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.	<b>Not Applicable</b>
	• 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.	<b>✓ Standard met</b> Corner splays have been provided and annotated
	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.	<b>Not Applicable</b>
	If entry to the car space is from a road, the width of the accessway may include the road.	<b>Not Applicable</b>

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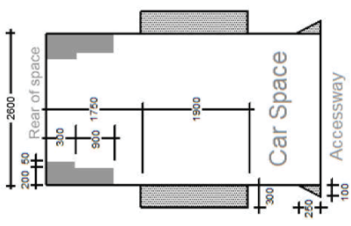
## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

Design standard 2 – Car parking spaces	<p>Car parking spaces and accessways must have the minimum dimensions as outlined in Table 2.</p> <p><b>Table 2: Minimum dimensions of car parking spaces and accessways</b></p> <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 rowspan="3">90°</td><td>6.4 m</td><td>2.6 m</td><td>4.9 m</td></tr><tr><td>5.8 m</td><td>2.8 m</td><td>4.9 m</td></tr><tr><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> <p><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></p>	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	<p>✓ <b>Standard met</b></p> <p>One tandem space proposed for dwelling 2</p> <p>The proposed tandem space has a dimension of 6.5 metres by 3.5metres which complies with this standard</p>
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																													
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	5.8 m	2.8 m	4.9 m																													
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## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

<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"><li>• 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.</li><li>• A structure, which may project into the space if it is at least 2.1 metres above the space.</li></ul> <p><b>Diagram 1 Clearance to car parking spaces</b></p>  <p>Dimensions in millimetres</p> <p>Clearance required</p> <p>Tree or column permitted</p>	<p><b>✓ Standard met</b></p> <p>The proposed tandem space has a dimension of 6.5 metres by 3.5metres which complies with this standard, as it provides clearance on either side of the tandem space</p>	<p><b>✓ Standard met (with condition of permit)</b></p> <p>Dwelling 1 – double garage – internal dimension of 5.8m x 5.5</p> <p>It is noted that the internal dimension of the garage does not comply as 9 cubic metres of storage has been provided. Given only 6 cubic metres is required, a condition is recommended for the permit that the storage be decreased to provide the internal dimension of 6 metres.</p> <p>Dwelling 2 – single garage – 6m x 3.5m – complies</p>	<p><b>✓ Standard met</b></p> <p>Relevant to dwelling 2: a length of 6.5 metres has been provided to the tandem space where only 4.9 metres would be required. Therefore the tandem space would meet this requirement</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>

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

	Where two or more car parking spaces are provided for a dwelling, at least one space must be under cover.	✓ Standard met													
	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.	Not Applicable													
<b>Design standard 3: Gradients</b>	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.	Not Applicable													
	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.	Not Applicable													
	<p><b>Table 3: Ramp gradients</b></p> <table> <tr> <th>Type of car park</th><th>Length of ramp</th><th>Maximum grade</th></tr> <tr> <td rowspan="2"><b>Public car parks</b></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"><b>Private or residential car parks</b></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>	Type of car park	Length of ramp	Maximum grade	<b>Public car parks</b>	20 metres or less	1:5 (20%)	longer than 20 metres	1:6 (16.7%)	<b>Private or residential car parks</b>	20 metres or less	1:4 (25%)	longer than 20 metres	1:5 (20%)	
Type of car park	Length of ramp	Maximum grade													
<b>Public car parks</b>	20 metres or less	1:5 (20%)													
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<b>Private or residential car parks</b>	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.	Not Applicable													
	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.	Not Applicable													
<b>Design standard 4: Mechanical parking</b>	Mechanical parking may be used to meet the car parking requirement provided: <ul style="list-style-type: none"> <li>At least 25 per cent of the mechanical car parking spaces can accommodate a vehicle clearance height of at least 1.8 metres.</li> <li>Car parking spaces the require the operation of the system are not allowed to visitors unless used in a valet parking situation.</li> <li>The design and operation is to the satisfaction of the responsible authority.</li> </ul>	Not Applicable													
		Not Applicable													

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

<b>Design standard 5: Urban design</b>	Ground level car parking, garage doors and accessways must not visually dominate public space.	✓ Standard met
	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
	Design of car parks must take into account their use as entry points to the site.	✓ Standard met
	Design of new internal streets in developments must maximise on street parking opportunities.	Not Applicable
<b>Design standard 6: Safety</b>	Car parking must be well lit and clearly signed.	✓ Standard met
	The design of car parks must maximise natural surveillance and pedestrian visibility from adjacent buildings.	✓ Standard met
	Pedestrian access to car parking areas from the street must be convenient.	✓ Standard met
	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.	✓ Standard met
<b>Design standard 7: Landscaping</b>	The layout of car parking areas must provide for water sensitive urban design treatment and landscaping.	✓ Standard met
	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
	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

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**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357)  
(Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION - 36 MARNA COURT, NOBLE PARK  
(PLANNING APPLICATION NO. PLN19/0357)**

**ATTACHMENT 5**

**CLAUSE 55 ASSESSMENT**

**PAGES 40 (including cover)**

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (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><b>✓ Standard met</b></p> <p>The subject site is located within an Incremental Change Area (as identified in Clause 22.09 – Residential Development and Neighbourhood Character Policy).</p> <p>As outlined under Clause 22.09, there are design guidelines for all residential development within the municipality and also specific design guidelines for development within Incremental Change Areas. The proposed development is consistent with the guidelines as demonstrated within the Clause 22.09 assessment tables. Therefore, the proposal is determined to be an appropriate response to the neighbourhood and the site.</p> <p>See Clause 22.09 Assessment for further details.</p>
Decision Guidelines	The proposed design response must respect the existing or preferred neighbourhood character and respond to the features of the site.	<p><b>✓ Standard met</b></p> <p>As above, see Clause 22.09 assessment.</p>
	Any relevant neighbourhood character objective, policy or statement set out in this scheme.	
	The neighbourhood and site description. The design response.	
Objectives	To ensure that the design respects the existing neighbourhood character or contributes to a preferred neighbourhood character.	
	To ensure that development responds to the features of the site and the surrounding area.	

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.02-2 Residential policy objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B2</b>	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.	<b>Standard met</b> The application was accompanied by a written statement describing how the development is consistent with the relevant policies for housing to the satisfaction of Council
<b>Decision Guidelines</b>	The SPPF and the LPPF including the MSS and local planning policies. The design response.	
<b>Objectives</b>	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.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.02-3 Dwelling diversity objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B3</b>	Developments of ten or more dwellings should provide a range of dwelling sizes and types, including: <ul style="list-style-type: none"> <li>• Dwellings with a different number of bedrooms.</li> <li>• At least one dwelling that contains a kitchen, bath or shower, and a toilet and wash basin at ground floor level.</li> </ul>	<b>Standard met</b> Not applicable – only two dwellings are proposed
<b>Objective</b>	To encourage a range of dwellings sizes and types in developments of ten or more dwellings.	



## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.02-4 Infrastructure objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B4</b>	Development should be connected to reticulated services, including reticulated sewerage, drainage, electricity and gas, if available.	<b>Standard met</b> The site is in an established residential area and can be connected to services.
	Development should not unreasonably exceed the capacity of utility services and infrastructure, including reticulated services and roads.	<b>Standard met</b> The site is in an established residential area and can be connected to services. Standard permit conditions to be included on the permit in relation to stormwater discharge.
	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.	<b>Standard met</b>
<b>Decision Guidelines</b>	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.	
<b>Objectives</b>	To ensure development is provided with appropriate utility services and infrastructure. To ensure development does not unreasonably overload the capacity of utility services and infrastructure.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.02-5 Integration with the street objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B5</b>	Developments should provide adequate vehicle and pedestrian links that maintain or enhance local accessibility.	<b>✓ Standard met</b> The vehicle and pedestrian links provided are appropriate for the site. Logical vehicular access is provided via one crossover and shared driveway to both dwellings.
	Developments should be oriented to front existing and proposed streets.	<b>✓ Standard met</b> Dwelling 1 is oriented to Marna Court and dwelling 2 is oriented to the common driveway
	High fencing in front of dwellings should be avoided if practicable.	<b>✓ Standard met</b> No front fence is proposed
	Development next to existing public open space should be laid out to complement the open space.	<b>✓ Standard met</b> The development is not adjacent to public open space
	Any relevant urban design objective, policy or statement set out in this scheme. The design response.	
<b>Decision Guidelines</b>	To integrate the layout of development with the street.	
<b>Objective</b>		

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (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><b>RGZ:</b> 5 metres or as per Table B1, whichever is the lesser.</p> <p><b>GRZ:</b> 7.5 metres or as per Table B1, whichever is the lesser.</p> <p><b>NRZ:</b> As per Table B1.</p> <p><b>Table B1 Street setback</b></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><b>Standard met</b></p> <p>The site is a midblock site and requires a setback of either the average of the adjoining allotments or 7.5 metres (whichever is the lesser).</p> <p>The average setback is 10.35 metres</p> <p>Therefore, the required setback is 7.5 metres.</p> <p>The proposal has been setback 7.5 metres at ground floor and 7.5 metres at first floor.</p> <p>The porch to dwelling 1 has a maximum height of 3.42 metres and is an allowable encroachment into the standard.</p> <p>Complies.</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															
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.															

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

<b>Decision Guidelines</b>	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.	
<b>Objective</b>	To ensure that the setbacks of buildings from a street respect the existing or preferred neighbourhood character and make efficient use of the site.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.03-2 Building height objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B7</b>	<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><b>RGZ: 13.5 metres discretionary maximum (refer Clause 32.07-8 for details)</b></p> <p><b>GRZ: 11 metres / 3 storeys mandatory maximum (refer Clause 32.08-9)</b></p> <p><b>NRZ: 9 metres / 2 storeys mandatory maximum (refer Clause 32.09-9)</b></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><b>Standard met</b></p> <p>The proposed maximum height is 7.65 metres and a maximum of two storeys.</p> <p><b>N/A</b></p> <p><b>Standard met</b></p> <p>The proposed dwellings are double storey and the surrounding dwellings are both single and double storey.</p>
<b>Decision Guidelines</b>	<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>	
<b>Objective</b>	To ensure that the height of buildings respects the existing or preferred neighbourhood character	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.03-3 Site coverage objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B8</b>	<p>The site area covered by buildings should not exceed:</p> <ul style="list-style-type: none"> <li>• The maximum site coverage specified in a schedule to the zone, or</li> <li>• If no maximum site coverage is specified in a schedule to the zone, 60 per cent.</li> </ul> <p><b>RGZ1: 70%</b>  <b>RGZ2: 70%</b>  <b>RGZ3: 70%</b>  <b>GRZ1: 60% (none specified)</b>  <b>GRZ2: 60% (none specified)</b>  <b>NRZ1: 50%</b></p>	<p><b>Standard met</b>  239.79 square metres of 44.95%  Complies.</p>
<b>Decision Guidelines</b>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The existing site coverage and any constraints imposed by existing development or the features of the site.</p> <p>The site coverage of adjacent properties</p> <p>The effect of the visual bulk of the building and whether this is acceptable in the neighbourhood.</p>	
<b>Objective</b>	<p>To ensure that the site coverage respects the existing or preferred neighbourhood character and responds to the features of the site.</p>	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (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"> <li>• The minimum areas specified in a schedule to the zone, or</li> <li>• If no minimum is specified in a schedule to the zone, 20 per cent of the site.</li> </ul> <p><u>RGZ1</u>: 20%  <u>RGZ2</u>: 20% (<i>none specified</i>)  <u>RGZ3</u>: 20% (<i>none specified</i>)  <u>GRZ1</u>: 30%  <u>GRZ2</u>: 20% (<i>none specified</i>)  <u>NRZ1</u>: 40%</p>	<p>Standard met            ✓ Standard met            177.36 square metres or 33.25%</p>
Decision Guidelines	<p>The design response.</p> <p>The existing site coverage and any constraints imposed by existing development.</p> <p>The capacity of the drainage network to accommodate additional stormwater.</p> <p>The capacity of the site to absorb run-off.</p> <p>The practicality of achieving the minimum site coverage of pervious surfaces, particularly on lots of less than 300 square metres.</p>	
Objectives	<p>To reduce the impact of increased stormwater run-off on the drainage system.</p> <p>To facilitate on-site stormwater infiltration.</p>	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.03-5 Energy efficiency objectives**

Standards		Standard Met/Standard Not Met/NA
Title & Objective Standard B10	Buildings should be: <ul style="list-style-type: none"> <li>Oriented to make appropriate use of solar energy.</li> <li>Sited and designed to ensure that the energy efficiency of existing dwellings on adjoining lots is not unreasonably reduced.</li> <li>Sited and designed to ensure that the performance of existing rooftop solar energy systems on dwellings on adjoining lots in a General Residential Zone, Neighbourhood Residential Zone or Township Zone are not unreasonably reduced. The existing rooftop solar energy system must exist at the date the application is lodged.</li> </ul>	<b>Standard met</b> The development would be oriented to make appropriate use of solar energy and would not reduce the energy efficiency of existing neighbouring dwellings. Neighbouring dwellings do not feature rooftop solar energy facilities (as per the aerial images dated October 2019).
	Living areas and private open space should be located on the north side of the development, if practicable.	<b>Standard met</b> For dwelling 1 the living area is located on the south side of the development, with the siting and dining room on the north side of the development. For dwelling 2, the living room is located on the north side of the development.
	Developments should be designed so that solar access to north-facing windows is maximised.	<b>Standard met</b> Given north boundary is the side of the development, the development has been designed so that solar access to north-facing windows has been maximised.
	The design response. The size, orientation and slope of the lot. The existing amount of solar access to abutting properties. The availability of solar access to north-facing windows on the site.	
Decision Guidelines		
Objectives	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.	



## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.03-6 Open space objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B11</b>	<p>If any public or communal open space is provided on site, it should:</p> <ul style="list-style-type: none"> <li>• Be substantially fronted by dwellings, where appropriate.</li> <li>• Provide outlook for as many dwellings as practicable.</li> <li>• Be designed to protect any natural features on the site.</li> <li>• Be accessible and useable.</li> </ul>	<p>✓ <b>Standard met</b></p> <p>No communal open space proposed</p>
<b>Decision Guidelines</b>	<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>	
<b>Objective</b>	<p>To integrate the layout of development with any public and communal open space provided in or adjacent to the development.</p>	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.03-7 Safety objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B12</b>	Entrances to dwellings and residential buildings should not be obscured or isolated from the street and internal accessways.	<b>✓ Standard met</b> Entries are not isolated and are identifiable from either Marna Court (dwelling 1) or the internal accessway (dwelling 2).
	Planting which creates unsafe spaces along streets and accessways should be avoided.	<b>✓ Standard met</b> Planting along the shared access way would not reduce visibility, which complies with the standard. Visual sight splays are located on either side of the accessway, which would limit planting and other structures to a maximum height of 900mm.
	Developments should be designed to provide good lighting, visibility and surveillance of car parks and internal accessways.	<b>✓ Standard met</b> High mounted sensor lighting has been provided to the garages.
	Private spaces within developments should be protected from inappropriate use as public thoroughfares.	<b>✓ Standard met</b> Private spaces are fenced or delineated by fencing, built form or landscaping.
<b>Decision Guidelines</b>	The design response.	
<b>Objectives</b>	To ensure the layout of development provides for the safety and security of residents and property.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.03-6 Landscaping objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B13</b>	<p>The landscape layout and design should:</p> <ul style="list-style-type: none"> <li>• Protect any predominant landscape features of the neighbourhood.</li> <li>• Take into account the soil type and drainage patterns of the site.</li> <li>• Allow for intended vegetation growth and structural protection of buildings.</li> <li>• In locations of habitat importance, maintain existing habitat and provide for new habitat for plants and animals.</li> <li>• Provide a safe, attractive and functional environment for residents.</li> </ul> <p>Development should provide for the retention or planting of trees, where these are part of the character of the neighbourhood.</p> <p>Development should provide for the replacement of any significant trees that have been removed in the 12 months prior to the application being made</p> <p>The landscape design should specify landscape themes, vegetation (location and species), paving and lighting.</p> <p>Development should meet any additional landscape requirements specified in a schedule to the zone.</p> <p><b><i>All schedules to all residential zones:</i></b>  <b><i>"70% of ground level front setback, and side and rear setbacks, planted with substantial landscaping and canopy trees."</i></b></p>	<p>✓ <b>Standard met</b></p> <p>✓ <b>Standard met</b> There is minimal vegetation on site. Two trees would be removed to accommodate the development. It is noted that no permit is required to remove these trees and that conditions of permit (should a permit be granted) would require trees that would offset any loss.</p> <p>✓ <b>Standard met</b> No known significant trees to have been removed in the last 12 months.</p> <p>✓ <b>Standard met (with condition of permit)</b> A landscape plan has not been submitted as part of the application and should a permit be granted, one would be requested as a condition of permit.</p> <p>✓ <b>Standard met</b> Total front setback – 114 square metres Area set aside for Landscaping: 88 square metres or <b>77.19%</b> of the site which complies with the standard.</p>
<b>Decision Guidelines</b>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>Any relevant plan or policy for landscape design in the SPPF and the LPPF, including the MSS and local planning policies.</p> <p>The design response.</p> <p>The location and size of gardens and the predominant plant types in the neighbourhood.</p> <p>The health of any trees to be removed.</p> <p>Whether a tree was removed to gain a development advantage.</p>	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

<b>Objectives</b>	To encourage development that respects the landscape character of the neighbourhood.	
	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.	
<b>Clause 55.03-9 Access objective</b>		
<b>Title &amp; Objective</b>	<b>Standards</b>	<b>Standard Met/Standard Not Met/NA</b>
<b>Standard B14</b>	The width of accessways or car spaces should not exceed:	<b>Standard met</b> The accessway should not exceed 6.1 metres (40%) of the site
	<ul style="list-style-type: none"> <li>33 per cent of the street frontage, or</li> <li>if the width of the street frontage is less than 20 metres, 40 per cent of the street frontage.</li> </ul>	The proposed accessway is 3 metres
	No more than one single-width crossover should be provided for each dwelling fronting a street.	<b>Standard met</b> One single width crossover proposed to front the street, which is the same as the existing conditions.
	The location of crossovers should maximise retention of on-street car parking spaces.	<b>Standard met</b> One single width crossover proposed to front the street, which is the same as the existing conditions.
	The number of access points to a road in a Road Zone should be minimised.	<b>Standard met</b> Marna Court is not a road in a Road Zone.
<b>Decision Guidelines</b>	Developments must provide for access for service, emergency and delivery vehicles.	<b>Standard met</b>
	The design response.	
	The impact on neighbourhood character.	
	The reduction of on-street car parking spaces.	
<b>Objectives</b>	The effect on any significant vegetation on the site and footpath.	
	To ensure the number and design of vehicle crossovers respects the neighbourhood character.	

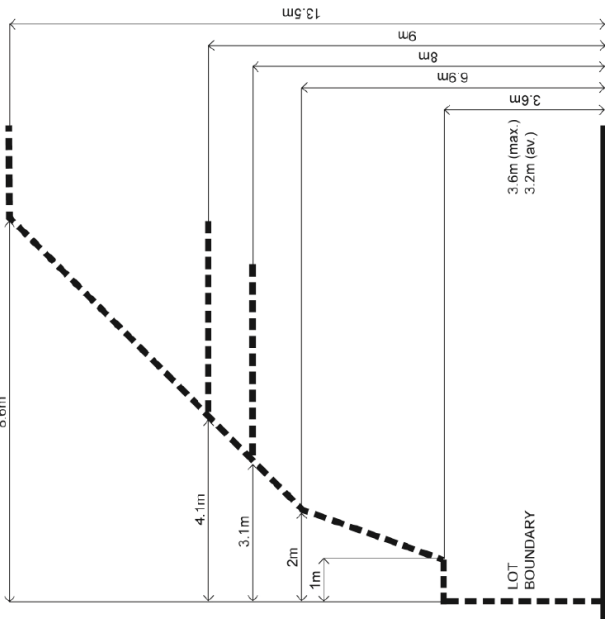
## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.03-10 Parking location objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B15</b>	<p>Car parking facilities should:</p> <ul style="list-style-type: none"> <li>• Be reasonably close and convenient to dwellings and residential buildings.</li> <li>• Be secure.</li> <li>• Be well ventilated if enclosed.</li> </ul> <p>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.</p>	<p><b>Standard met</b></p> <p>The proposed parking is reasonably close and convenient to dwellings located at either the side or rear of the dwelling</p> <p><b>Standard met</b></p> <p>Relevant to the ground floor east-facing, south-facing, windows to dwelling 1.</p> <p>Dwelling 1</p> <p>The east-facing and south-facing windows comply with this standard as they have a sill height of a minimum of 1.78 metres above the accessway.</p> <p>It is noted that the sitting room to dwelling 2 would have windows oriented to the accessway. However, this component on the accessway would belong exclusively to Dwelling 2/ Lot 2 on the proposed plan of subdivision, and as such is not required to be assessed against this standard.</p>
<b>Decision Guidelines</b>	The design response.	
<b>Objectives</b>	<p>To provide convenient parking for residents and visitors vehicles.</p> <p>To protect residents from vehicular noise within developments.</p>	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.04-1 Side and rear setbacks objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B17</b>	<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"> <li>At least the distance specified in a schedule to the zone, or</li> </ul> <p><b>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."</b></p> <ul style="list-style-type: none"> <li>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.</li> </ul> <p><b>Diagram B1 Side and rear setbacks</b></p>  <p><b>Diagram B1 Side and rear setbacks</b></p>	<p><b>Standard met</b></p> <p>As demonstrated on plans that the proposed dwellings are compliant with Standard B17.</p>
	<p>Sunblinds, verandahs, porches, eaves, fascias, gutters, masonry chimneys, flues, pipes,</p>	<p><b>Standard met</b></p>

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (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.	Eaves encroach into this standard, however are allowable as it is less than 0.5 metres into the setback
	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.	✓ <b>Standard met</b>
<b>Decision Guidelines</b>	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.	
<b>Objectives</b>	Whether the wall abuts a side or rear lane.	
	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.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.04-2 Walls on boundaries objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B18</b>	<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"> <li>• For a length of more than the distance specified in the schedule to the zone; or</li> <li>• If no distance is specified in a schedule to the zone, for a length of more than: <ul style="list-style-type: none"> <li>- 10 metres plus 25 per cent of the remaining length of the boundary of an adjoining lot, or</li> <li>- 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.</li> </ul> </li> </ul>	<p><b>✓ Standard met</b> Applicable to three boundaries:</p> <p><u>North</u> The proposed wall on boundary should not exceed a length of 16.25 metres The proposed is 8.78 metres</p> <p><u>East</u> The proposed wall on boundary should not exceed 11.31 metres The proposed length is 3.8 metres</p> <p><u>South</u> The proposed wall on boundary should not exceed 16.25 metres The proposed wall is 6.47 metres</p> <p><b>✓ Standard met</b></p>
	<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>The height of a new wall constructed on or within 200 mm of a side or rear boundary or a carport constructed on or within 1 metre of a side or rear boundary should not exceed an average of 3.2 metres with no part higher than 3.6 metres unless abutting a higher existing or simultaneously constructed wall.</p>	<p><b>* Standard not met</b> Average height = Area of wall / length of wall North boundary: 27.55 / 8.78 = 3.14 metres – with a parapet wall section having a maximum height of 3.6 metres East boundary – 12.87 / 3.8 = <b>3.39 metres</b> – with a parapet wall section having a maximum height of 3.6 metres South boundary – 12.87 / 6.47 = 1.98 metres – with a parapet wall section having a maximum height of 3.44 metres</p> <p>The east boundary wall height would exceed the average height of 3.2 metres and would seek a minor variation of 0.19 metres.</p> <p>The variation is considered acceptable for the following reasons:</p>
<b>Decision Guidelines</b>	<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>	



## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

	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.	- The variation of 0.19 metres is minor and is unlikely to result in an adverse visual amenity impact on the adjoining allotment to the east.
	The orientation of the boundary that the wall is being built on.	- To the east, the site adjoins a single dwelling on a lot. It is noted that this dwelling is setback 30 metres from the common boundary, and that this dwelling has a boundary fence that encloses the secluded private open space which is setback 18.8 metres from the common boundary. As such, in the current conditions the site to the east is not considered to be a sensitive interface, and the proposal would not result in an adverse visual amenity impact at this location.
	The width of the lot.	- Walls on boundaries are prominent within the surrounding area and form a part of the existing neighbourhood character;
	The extent to which the slope and retaining walls or fences reduce the effective height of the wall.	- The proposed wall on boundary would only occupy 25% of the boundary
	Whether the wall abuts a side or rear lane. The need to increase the wall height to screen a box gutter.	
<b>Objectives</b>	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.	<p><b>✓ Objective met</b></p> <p>Given the reasons listed above, the proposed average height of the wall on boundary would limit the impact on the amenity of the existing dwelling to the east</p>

**Clause 55.04-3 Daylight to existing windows objective**

Standards		Standard Met/Standard Not Met/NA
<b>Standard B19</b>	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.	<b>✓ Standard met</b>
	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><b>✓ Standard met</b></p> <p>Applicable to the north boundary, dwelling 1 has a wall on boundary with a height of 3.2 metres and requires a setback of 1.6 metres from the window. The existing window is setback 3.23 metres from the common boundary. This standard would also be met at first floor, with the wall height being a maximum of 6 metres, and the 5.23 metres from the window.</p>

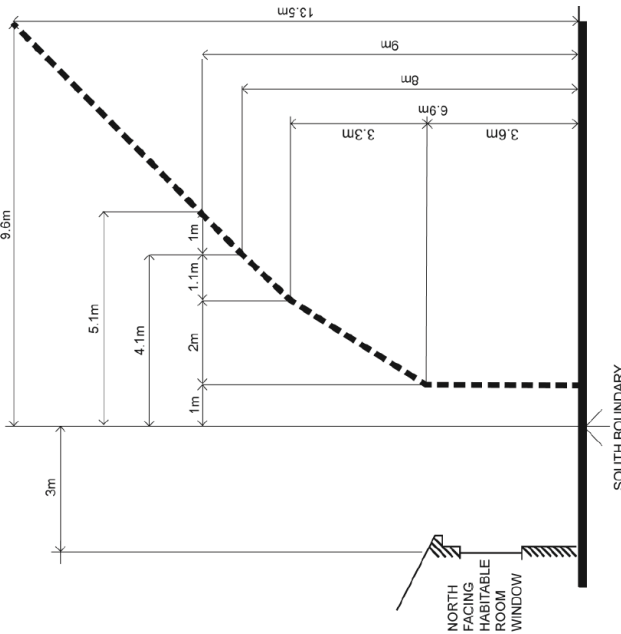
## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

	<p><b>Diagram B2 Daylight to existing windows</b></p> <p>Where the existing window is above ground floor level, the wall height is measured from the floor level of the room containing the window.</p>	
<b>Decision Guidelines</b>	<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>	
<b>Objective</b>	<p>To allow adequate daylight into existing habitable room windows.</p>	

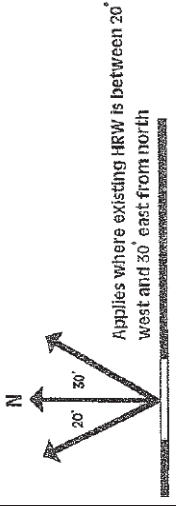
## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.04-4 North-facing windows objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B20</b>	<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><b>Diagram B3 North-facing windows</b></p>  <p><b>Diagram B3 North-facing windows</b></p> <p>The diagram illustrates the setback requirements for a north-facing habitable room window. A dashed line represents the window. A solid line represents the boundary. The diagram shows various setback distances: 3m, 1m, 1.1m, 2m, 4.1m, 5.1m, 9.6m, 13.5m, 9m, 8m, 6.9m, 3.3m, 3.6m. A north-facing habitable room window is shown on the left, and a south boundary is on the right.</p>	<p><b>Standard met</b></p> <p>As demonstrated on plans the existing north facing windows are setback in excess of 3 metres from the common boundary being a minimum of 3.3 metres from the boundary.</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>	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

	 <p>Applies where existing HRW is between 20° west and 30° east from north</p>	
<b>Decision Guidelines</b>	<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>	
<b>Objective</b>		

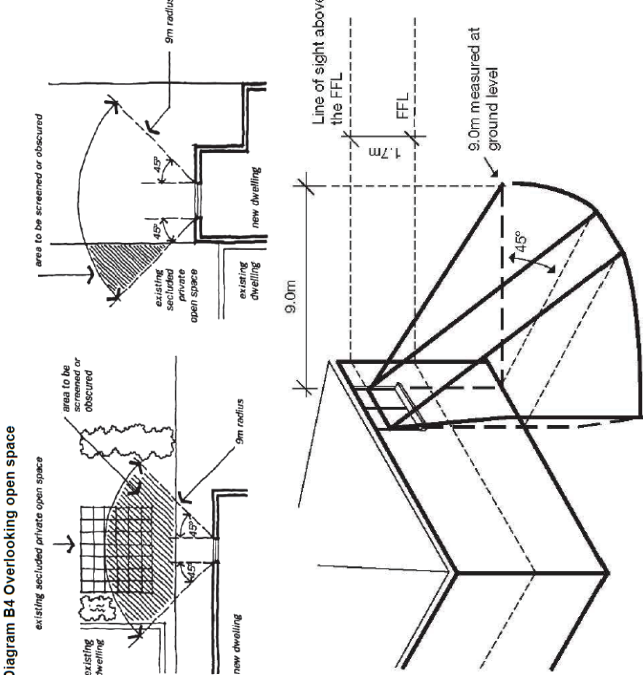
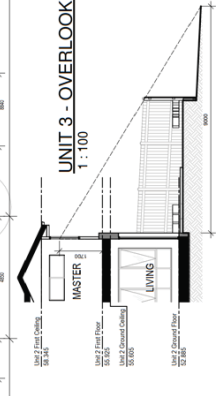
## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.04-5 Overshadowing open space objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B21</b>	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.	<b>Standard met</b> The adjoining dwelling to the south (No.2/34 Marna Court) has an area of secluded private open space on the boundary, however, the primary SPOS is located on the south side of that dwelling and would not be impacted by the proposed development in relation to overshadowing.
<b>Decision Guidelines</b>	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.	<b>Standard met</b>
	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. To ensure buildings do not significantly overshadow existing secluded private open space.	
<b>Objective</b>		

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.04-6 Overlooking objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B22</b>	<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><b>Diagram B4 Overlooking open space</b></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"> <li>• Offset a minimum of 1.5 metres from the edge of one window to the edge of the other.</li> </ul>	<p><b>Standard Met (with condition of permit)</b></p> <p>First Floor north boundary complies. The two master bedrooms have been screened with external screens to prevent direct views into adjoining secluded private open space.</p> <p>First floor east boundary (to dwelling 2 complies). It is noted that the east facing master bedroom window has not been screened. However, the applicant has demonstrated that the boundary fence would prevent overlooking at ground floor and there would no overlooking opportunities.</p>  <p>The first-floor south boundary does not comply, however, this can be addressed by conditions of permit. The following south-facing habitable room windows to dwelling 2 would have a direct view into the adjoining SPOS:</p> <ul style="list-style-type: none"> <li>- Bed 3, which has not been screened, and</li> <li>- The sitting room, which has not been screened.</li> </ul> <p>It is recommended these windows be screened in accordance with Standard B22.</p> <p>The first floor south facing windows to dwelling 1 comply. Bed 2 has been provided with external screening, and the bathroom and stair well windows are non-habitable rooms and would not look onto adjoining SPOS.</p> <p><b>Standard met (with condition of permit)</b></p> <p>As above.</p>

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

	<ul style="list-style-type: none"> <li>Have sill heights of at least 1.7 metres above floor level.</li> <li>Have fixed, obscure glazing in any part of the window below 1.7 metre above floor level.</li> <li>Have permanently fixed external screens to at least 1.7 metres above floor level and be no more than 25 per cent transparent.</li> </ul>	<ul style="list-style-type: none"> <li>Standard met</li> </ul>
	<p>Obscure glazing in any part of the window below 1.7 metres above floor level may be openable provided that there are no direct views as specified in this standard.</p> <p>Screens used to obscure a view should be:</p> <ul style="list-style-type: none"> <li>Perforated panels or trellis with a maximum of 25 per cent openings or solid translucent panels.</li> <li>Permanent, fixed and durable.</li> <li>Designed and coloured to blend in with the development.</li> </ul> <p>The standard does not apply to a new habitable room window, balcony, terrace, deck or patio which faces a property boundary where there is a visual barrier at least 1.8 metres high and the floor level of the habitable room, balcony, terrace, deck or patio is less than 0.8 metres above ground level at the boundary.</p>	<ul style="list-style-type: none"> <li>Standard met (with condition of permit)</li> </ul> <p>External screens are proposed as a method to prevent overlooking. It is recommended that annotation and elevations be updated in accordance with the wording of this standard.</p>
	<p>The design response.</p> <p>The impact on the amenity of the secluded private open space or habitable room window.</p> <p>The existing extent of overlooking into the secluded private open space and habitable room window of existing dwellings.</p> <p>The internal daylight to and amenity of the proposed dwelling or residential building.</p> <p>To limit views into existing secluded private open space and habitable room windows.</p>	<ul style="list-style-type: none"> <li>Standard met (with condition of permit)</li> </ul> <p>At ground floor, the north, east and south boundaries meet this exemption as the boundary fences (which exceed 1.8 metres high) would act as a visual barrier to overlooking as floor level is less than 0.8 metres above ground level at the boundary.</p> <p>It is noted that on the ground floor plan, the height of the north boundary fence has not been included on plans. The north elevation annotates the fence at a height of 1.9 metres. It is recommended that the height of the north boundary fence be annotated on the ground floor plan.</p>
<b>Decision Guidelines</b>		
<b>Objective</b>		

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (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.	<b>Standard met</b> No internal overlooking opportunities
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.	



## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.04-8 Noise impacts objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B24</b>	Noise sources, such as mechanical plant, should not be located near bedrooms of immediately adjacent existing dwellings.	<b>✓ Standard met</b> No noise sources apparent.
	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.	<b>✓ Standard met</b> No noise sources immediately adjacent dwellings.
	Dwellings and residential buildings close to busy roads, railway lines or industry should be designed to limit noise levels in habitable rooms.	<b>✓ Standard met</b> No noise sources apparent.
<b>Decision Guidelines</b>	The design response.	
<b>Objectives</b>	To contain noise sources within development that may affect existing dwellings.	
	To protect residents from external noise.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (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.	<b>✓ Standard met</b> The dwelling entries include a small step, easily accessible for people with limited mobility or made easily accessible if necessary. Amenities are provided at ground level.
Objective	To encourage the consideration of the needs of people with limited mobility in the design of developments.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.05-2 Dwelling entry objective**

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.05-3 Daylight to new windows objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B27</b>	<p>A window in a habitable room should be located to face:</p> <ul style="list-style-type: none"> <li>• 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</li> <li>• A verandah provided it is open for at least on third of its perimeter, or</li> <li>• A carport provided it has two or more open sides and is open for at least on third of its perimeter.</li> </ul>	<p><b>Standard met</b></p> <p>Each window complies with this standard</p>
<b>Decision Guidelines</b>	<p>The design response.</p> <p>Whether there are other windows in the habitable room which have access to daylight.</p>	
<b>Objective</b>	To allow adequate daylight into new habitable room windows.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.05-4 Private open space objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B28</b>	<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><b>RGZ1: None specified</b></p> <p><b>RGZ2:</b> "As per B28; or a balcony or rooftop with a minimum area of 10 square metres with a minimum width of 2 metres that is directly accessible from a living room."</p> <p><b>RGZ3:</b> "As per B28; or 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><b>GRZ1:</b> "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><b>GRZ2:</b> "As per the B28 40 sq m requirement, with the 25 sq m of secluded private open space at ground level having a minimum dimension of 5 metres; 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><b>NRZ1:</b> "An area of 60 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 40 square metres with 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><b>Standard met</b></p> <p>Dwelling 1</p> <p>Total private open space: 119.41 square metres</p> <p>Secluded private open space: 30 square metres located to the side of the dwelling, with a minimum dimension of 5 metres and convenient access to the main living area</p> <p>Dwelling 2</p> <p>Total private open space / secluded private open space: 54 square metres, including a minimum area of 30 square metres of secluded private open space to the side with a minimum dimension of 5.34 metres and convenient access to the main living area</p>

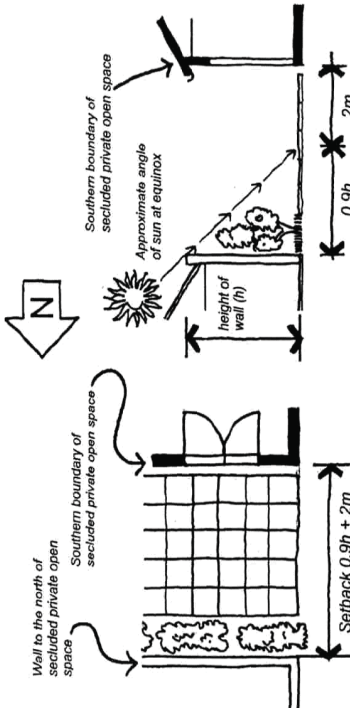
## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

	<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"> <li>• 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</li> <li>• A balcony of 8 square metres with a minimum width of 1.6 metres and convenient access from a living room, or</li> <li>• A roof-top area of 10 square metres with a minimum width of 2 metres and convenient access from a living room.</li> </ul> <p>The balcony requirements in Clause 55.05-4 do not apply to an apartment development.</p>	<b>Not Applicable - RGZ1 only</b>
<b>Decision Guidelines</b>	<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>	
<b>Objective</b>	To provide adequate private open space for the reasonable recreation and service needs of residents.	

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

**Clause 55.05-5 Solar access to open space objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B29</b>	<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 <math>(2 + 0.9h)</math> metres, where 'h' is the height of the wall.</p> <p><b>Diagram B5 Solar access to open space</b></p> 	<p><b>Standard met</b> The secluded private open space for each dwelling is located on the north side of the development</p> <p><b>Standard met</b> No wall to the north blocking sunlight to the secluded private open space</p>
<b>Decision Guidelines</b>	<p>The design response.</p> <p>The useability and amenity of the secluded private open space based on the sunlight it will receive.</p>	
<b>Objective</b>	<p>To allow solar access into the secluded private open space of new dwellings and residential buildings.</p>	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (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.	<b>✓ Standard met</b> Dwelling 1 has 9 cubic metres of storage space located within the garage and dwelling 2 has a 6 cubic metre shed located in the rear SPOS.
Objective	To provide adequate storage facilities for each dwelling.	



## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.06-1 Design detail objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B31</b>	<p>The design of buildings, including:</p> <ul style="list-style-type: none"> <li>• Façade articulation and detailing,</li> <li>• Window and door proportions,</li> <li>• Roof form, and</li> <li>• Verandahs, eaves and parapets,</li> </ul> <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><b>Standard met</b></p> <p>The dwellings incorporate an appropriate amount of articulation and detailing.</p>
<b>Decision Guidelines</b>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The effect on the visual bulk of the building and whether this is acceptable in the neighbourhood setting.</p> <p>Whether the design is innovative and of a high architectural standard.</p>	<p><b>Standard met</b></p> <p>Garages are visually compatible with the development and neighbourhood character.</p>
<b>Objective</b>	To encourage design detail that respects the existing or preferred neighbourhood character.	

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)**

**Clause 55.06-2 Front fences objective**

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.06-3 Common property objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B33</b>	Developments should clearly delineate public, communal and private areas.	<b>✓ Standard met</b> Common property would be limited to the shared accessway. Private spaces would be clearly delineated by built form, fencing or landscaping.
<b>Objectives</b>	Common property, where provided, should be functional and capable of efficient management.  To ensure that communal open space, car parking, access areas and site facilities are practical, attractive and easily maintained.  To avoid future management difficulties in areas of common ownership.	<b>✓ Standard met</b> Only common area is the driveway, which would be functional and capable of efficient management.

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.1 Town Planning Application - No. 36 Marna Court, Noble Park (Planning Application No. PLN19/0357) (Cont.)****Clause 55.06-4 Site services objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B34</b>	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.	✓ <b>Standard met</b>
	Bin and recycling enclosures, mailboxes and other site facilities should be adequate in size, durable, waterproof and blend in with the development.	✓ <b>Standard met</b>
	Bin and recycling enclosures should be located for convenient access by residents.	✓ <b>Standard met</b>
	Mailboxes should be provided and located for convenient access as required by Australia Post.	✓ <b>Standard met</b>
<b>Decision Guidelines</b>	The design response.	
<b>Objectives</b>	To ensure that site services can be installed and easily maintained.	
	To ensure that site facilities are accessible, adequate and attractive.	

### **2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022)**

File Id:	242110
Responsible Officer:	Director City Planning, Design and Amenity
Attachments:	Submitted Plans Location of Objectors Clause 22.09 Assessment Clause 52.06 Assessment Clause 55 Assessment

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***The recommendation for this report does not contravene section 69 of the Local Government Act 2020, nor does it represent a significant decision under Council's Election Period (Caretaker) Policy.***

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#### **Application Summary**

Applicant:	Strait-Line Builders & Drafters Pty Ltd
Proposal:	Development of the land for two (2) double storey dwellings
Zone:	Neighbourhood Residential Zone – Schedule 1
Overlay:	No overlays affecting the site
Ward:	Silverleaf

The application proposed the development of the land for two (2) double storey dwellings.

A permit is required pursuant to Clause 32.09-6 of the Greater Dandenong Planning Scheme for the construction of two or more dwellings on a lot in a Neighbourhood Residential Zone.

This application has been brought to a Council meeting as it has received two (2) objections.

#### **Objectors Summary**

The application was advertised to the surrounding area through the erection of two on-site notices and the mailing of notices to adjoining and surrounding owners and occupiers. Two (2) objections were received to the application. Issues raised generally relate to matters of overlooking and privacy.

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Assessment Summary**

The site is located within an established residential area and is well suited for low to medium density housing given that the site is zoned for limited change. The proposal seeks to provide a medium housing density development which is generally consistent with the emerging pattern of development and the surrounding neighbourhood character. It is noted that the development complies with most of the design principles, as demonstrated in the attachments outlined in this report.

The development is generally compliant with Clause 55, responding to site context and site circumstances, while respecting the existing and preferred neighbourhood character envisaged by Clause 22.09.

**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. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Subject Site and Surrounds****Subject Site**

The subject site is identified as Lot 1 on Plan of Subdivision 096539, and is more commonly known as 165 Bakers Road, Dandenong North.

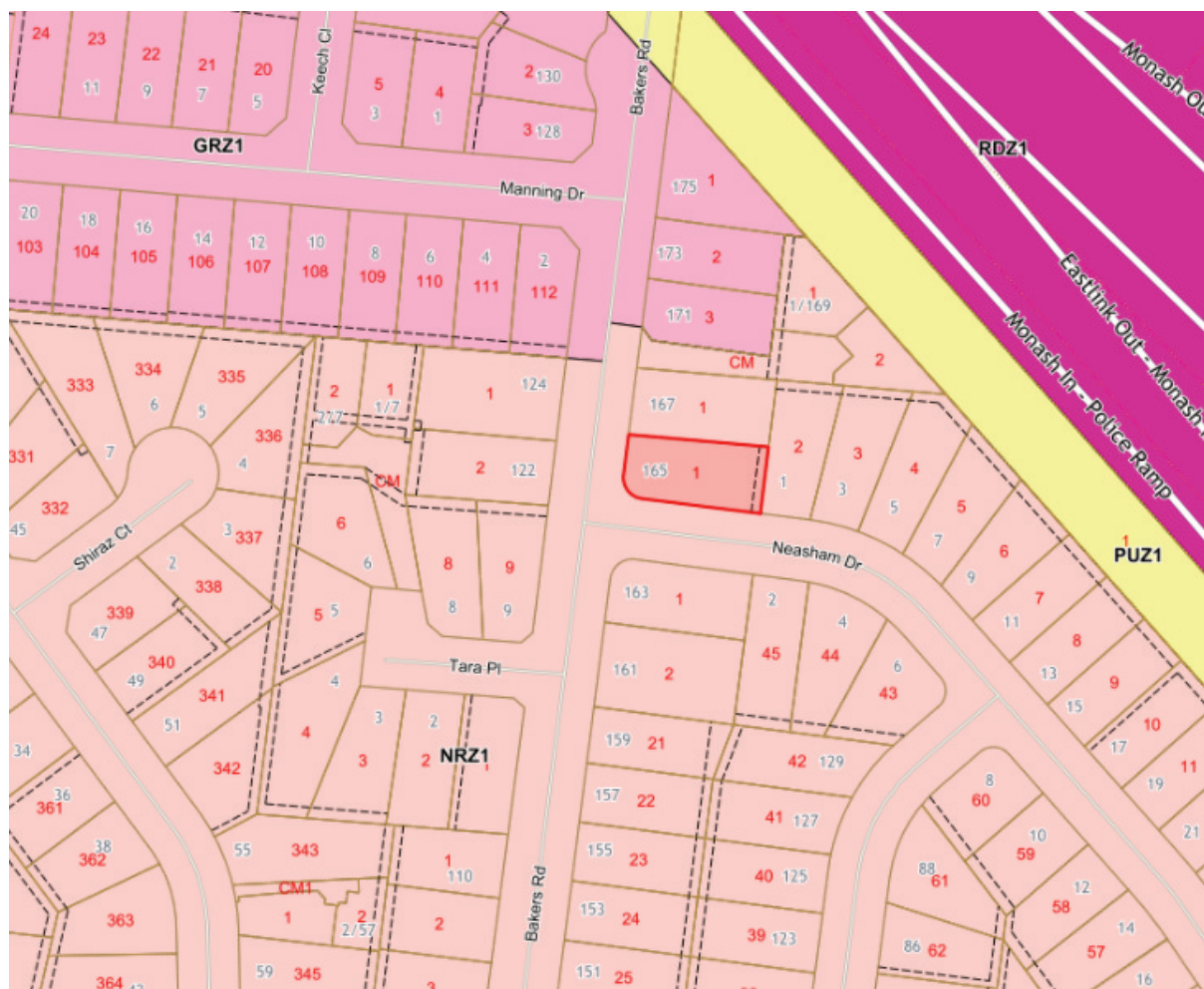
- The subject site is located on the corner of Bakers Road and Neasham Drive in Dandenong North;
- The site is orientated to the west with a frontage of 11.48 metres to Bakers Road and to the south with a frontage of 32.74 metres to Neasham Drive, with an overall site area of 662 square metres;
- The site is generally regular in shape, with the exception of the south-west corner. Being a corner site, the south-west corner is angular;
- The land is sloped with a fall of approximately 1.5 metres from west to the east of the site;
- A drainage and sewerage easement is located on the eastern boundary of the site;
- A single storey brick dwelling with attached carport and associated outbuildings currently exists on the site. Minimal vegetation is present on the site, with three small trees located on the site; and
- The site is currently accessed via a single width crossover, located on the north-west corner of the site, via Bakers Road.

**Surrounding Area**

- The subject site is centrally located within a residential area of Dandenong North that is broadly bound by the Monash Freeway / Monash In/ Out Ramp to the north, Eastlink to the east, Halton Road to the south and Jacks Road to the west;
- The subject site is surrounded by residential uses to the north, east, south and west.
- Within this broader pocket, there are some non-residential uses, including a number of reserves and parks, Nazareth College to the north of the site and St. Elizabeth's Parish School and Silverton Primary School to the south of the site;
- The character of the area is predominantly intact, containing a mixture of existing older detached single and double storey dwellings;
- The site has access to some public transport. With the 848 Bus Service and stops being located on Bakers Road, 862, 802 and 978 Bus Service on Jacksons Road and Police Road;
- Being in the Neighbourhood Residential Zone, the site is not located within close proximity to an Activity Centre, with the Central Dandenong Activity Centre being located approximately 3.1 kilometres south-west of the site.

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

Locality Plan



**Background**

**Previous Applications**

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

**Proposal**

The application proposes development of the land for two (2) double storey dwellings, a summary is as follows:

	Details
Type of proposal	Multi dwellings



**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

Number of dwellings	Two (2)
Levels	Double storey
Height	7.73 metres
Orientated to	Bakers Road – Dwelling 1 Neasham Drive – Dwellings 2
External materials	Brick at ground and first floor level
Minimum setbacks to boundaries (inclusive of both dwellings)	<u>Ground Floor</u> North (sideage): 1 metre East (sideage): 2.5 metres South (frontage): 2 metres West (frontage): 7.73 metres <u>First Floor</u> North (sideage): 3.38 metre East (sideage): 3.72 metres South (frontage): 2.1 metres West (frontage): 7 metres
Open space type	Ground floor open spaces proposed Dwelling 1 Total private open space: 216 square metres Secluded private open space: 69 square metres, including a minimum area of 53 square metres of secluded private open space to the side with a minimum dimension of 6.1 metres and convenient access to the main living area Dwelling 2 Total private open space: 121 square metres

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

	Secluded private open space: 77 square metres, including a minimum area of 51 square metres of secluded private open space to the side with a minimum dimension of 5.1 metres and convenient access to the main living area
Number of bedrooms per dwelling	Dwelling One (1) - Four bedrooms Dwelling Two (2) - Three bedrooms plus an enclosed study
Number of Car parking Spaces provided	Dwelling one (1) – Two spaces Dwelling two (2) – Two spaces
Number of Car parking Spaces required	Dwelling one (1) – Two spaces Dwelling two (2) – Two spaces
Type of car parking	Dwellings 1 – Double garage Dwelling 2 – Single garage and tandem space
Access	Each dwelling benefits from individual access  Dwelling 1  A 3.1 metre crossover is proposed on the north-west corner of the site, and provides access to Bakers Road  Dwelling 2  A 3 metre crossover is proposed on the south-western corner of the site and provides access from Neasham Drive
Front Fence	No front fence is proposed on either frontage
Garden Area:	
Provided	316 square metres or 47.7%
Required	231.7 square metres or 35%

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

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**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

**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:

- Under Clause 32.09-6 (Neighbourhood Residential Zone) to construct two (2) or more dwellings on a lot.

The relevant controls and policies are as follows:

**Zoning Controls**

The subject site is located in the Neighbourhood Residential Zone, as is the surrounding area.

The purpose of the Neighbourhood Residential Zone outlined at Clause 32.09 is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To recognise areas of predominantly single and double storey residential development.*
- *To manage and ensure that development respects the identified neighbourhood character, heritage, environmental or landscape characteristics.*
- *To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.*

Pursuant to Clause 32.09-6 a permit is required to construct two or more dwellings on a lot. The development must also provide a minimum garden area of 30% pursuant to Clause 32.09-4 as the lot area is between 500 - 650 sqm square metres.

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

- *Standard B8 (Site Coverage) – Maximum 50%;*
- *Standard B9 (Permeability) – Minimum of 40%;*
- *Standard B13 (Landscaping) – 70% of ground level front setback, and side and rear setbacks, planted with substantial landscaping and canopy trees;*
- *Standard B17 (Side and rear setbacks) – 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. All other buildings should be setback a minimum of 1 metre, plus 0.3 metre for every metre of height over 3.6 metres up to 6.9 metres;*
- *Standard B28 (Private Open Space) – An area of 60 square metres of ground level, private open space, with one part of the private open space to consist of secluded private open space at*

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

*the side or rear of the dwelling with a minimum area of 40 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.

**Planning Policy Framework**

The **Operation of the Planning Policy Framework** outlined at Clause 71.02 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 these objectives, there are a number of more specific objectives contained within the Planning Policy Framework that need to be considered under this application.

**State Planning Policy Framework****Clause 11 Settlement**

**Clause 11 (Settlement)** encourages planning to facilitate sustainable development that takes full advantage of existing settlement patterns and investment in transport, utility, social, community and commercial infrastructure and services. It also encourages planning to contribute towards diversity of choice, energy efficiency, a high standard of urban design and amenity, and land use and transport integration.

Further guidance is provided by **Clause 11.01-1S (Settlement)**, which seeks to promote the sustainable growth and development of Victoria and deliver choice and opportunity for all Victorians through a network of settlements. It includes strategies to develop compact urban areas that are based around existing or planned activity centres to maximise accessibility to facilities and services.

**Clause 15 Built Environment and Heritage**

**Clause 15 (Built Environment and Heritage)** states that planning is to recognise the role of urban design, building design, heritage and energy and resource efficiency in delivering liveable and sustainable cities, towns and neighbourhoods.

It adds that planning should ensure all land use and development appropriately responds to its surrounding landscape and character, valued built form and cultural context. Planning should promote development that is environmentally sustainable and should minimise detrimental impacts on the built and natural environment.

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**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

According to the clause, 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.*

These overall objectives are reinforced by a number of sub-clauses, including **Clause 15.01-1S (Urban design)** and **Clause 15.01-1R (Urban design – Metropolitan Melbourne)**, which seek to create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity.

**Clause 15.01-2S (Building design)** aims to achieve building design outcomes that contribute positively to the local context and enhance the public realm, while **Clause 15.01-5S (Neighbourhood character)** has an objective to recognise, support and protect neighbourhood character, cultural identity, and sense of place.

**Clause 15.01-4S (Healthy neighbourhoods)** has an objective to achieve neighbourhoods that foster healthy and active living and community wellbeing. **Clause 15.01-4R (Healthy neighbourhoods - Metropolitan Melbourne)** reinforces this, with a strategy to create a city of 20 minute neighbourhoods that give people the ability to meet most of their everyday needs within a 20 minute walk, cycle or local public transport trip from their home.

Sustainability is promoted by **Clause 15.02-1S (Energy and resource efficiency)**, which seeks to encourage land use and development that is energy and resource efficient, supports a cooler environment and minimises greenhouse gas emissions.

Clause 16 Housing

**Clause 16 (Housing)** contains three key objectives, which can be summarised as relating to housing diversity, sustainability of housing and the provision of land for affordable housing.

These objectives are reinforced by a number of sub-clauses, including **Clause 16.01-1S (Integrated housing)**, which seeks to promote a housing market that meets community needs, and **Clause 16.01-1R (Integrated housing - Metropolitan Melbourne)**, which has a strategy to allow for a range of minimal, incremental and high change residential areas that balance the need to protect valued areas with the need to ensure choice and growth in housing.

**Clause 16.01-2S (Location of residential development)** promotes new housing in designated locations that offer good access to jobs, services and transport, while **Clause 16.01-2R (Housing opportunity areas - Metropolitan Melbourne)** seeks to facilitate increased housing in established areas to create a city of 20-minute neighbourhoods close to existing services, jobs, public transport and with appropriate infrastructure.

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**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

Clause 18 Transport

**Clause 18.01-1S (Land use and transport planning)** has a strategy to plan urban development to make jobs and community services more accessible by ensuring access is provided to developments in accordance with forecast demand, taking advantage of all available modes of transport and to minimise adverse impacts on existing transport networks and the amenity of surrounding areas.

**Local Planning Policy Framework**

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 aged 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 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).*



**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

- *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.*
- *Respect 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.*
  - *Encourage development to incorporate sustainable design elements that enhance occupant comfort and environmental performance.*
- *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.*

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**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

- *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:*
  - *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*



**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

- *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 22.09-3.4 (Limited 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 Neighbourhood Residential Zone. The guidelines are as follows:

- *Preferred housing type – The preferred housing type for the Limited Change Area is low density.*
- *Building Height – The preferred maximum building height for land within the NRZ1 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.*
- *Car Parking - Garages and car parking areas should be located behind buildings, generally hidden from view or recessed so as to not dominate the streetscape.*
- *Setbacks, front boundary and width –Car access, parking and paving within the front setback should be limited in order to maximise the opportunity for soft landscaping.*
- *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 and 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;*
  - *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;*
  - *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;*

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

- *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.*

An assessment against Clause 22.09 is included as Attachment 3 to this report.

**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 Municipal Planning Strategy and the 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. 1 visitor car space is required for visitors to every 5 dwellings for developments of 5 or more dwellings.

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.

An assessment against Clause 52.06 is included as Attachment 4 to this report.

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**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

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 Municipal Planning Strategy and the Planning Policy Framework.*
- *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 specifies 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.

An assessment against Clause 55 is included as Attachment 5 to this report.

**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.

**Restrictive Covenants**

Covenant G560268 was registered on title on 22 March 1977. The covenant includes the following restricts the external materials, and is worded as the following:

*‘shall not erect a dwelling or dwellings on each of the said lots or any part of them unless the exterior of such dwelling or dwellings (except for usual outbuildings) are substantially of brick or brick veneer’.*

**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.

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**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

**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**

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 Council's Asset, Civil and Transport Department for their consideration. The comments provided will be considered in the assessment of the application.

Internal Referrals	
Asset Planning	No objection (subject to conditions of permit)
Civil Development	No objection (subject to conditions of permit)
Transport Planning	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 two signs on site, one facing west to Bakers Road and one facing south to Neasham Drive.

The notification has been carried out correctly.

Council has received two (2) objection/s to date.

*The location of the objectors is shown in Attachment 2.*

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**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

**Consultation**

As there were only two (2) objections, the proposal did not meet the threshold for a consultation meeting.

**Summary of Grounds of Submissions/Objections**

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

- **Overlooking and Privacy**

*Concern was raised in both objections regarding the overlooking opportunities by the new habitable room windows of the proposed dwellings. The test for overlooking is set by Standard B22 to Clause 55.04-6 (Overlooking objective). As per Standard B22, overlooking is measured at a 9-metre radius at ground level and gives consideration into existing secluded private open space areas and existing habitable room windows.*

*On the north boundary the proposal has been screened to prevent overlooking in the following ways:*

- *At first floor, all habitable room windows have been provided with obscure glazing in any part of the window below 1.7 metre above floor level, and*
- *At ground floor, the 1.8 metre Colourbond fence will act as a visual barrier to overlooking as the finished floor level of the habitable rooms is less than 0.8 metres above ground level at the boundary.*

*As such, on the north boundary, the proposal would have no overlooking opportunities into existing secluded private open space.*

*It is further noted, that the subject site and the location of one objector (1-2/169 Bakers Road), do not directly abut and the boundary of the objector site is located approximately 18 metres from the subject site, well outside of the 9-metre distance set by Standard B22.*

*Additional concern regarding overlooking was raised by the corner site to the south (located on the corner of Bakers Road and Neasham Drive. It is noted that the habitable room windows on this boundary are not screened and are not required to be screened. As mentioned, the test for overlooking is set at a 9-metre distance. The secluded private open space of this site is located approximately 16 metres from the title boundary of the subject site, with the proposed windows even further setback. As such, the standard is not applicable to these windows.*

*Furthermore, not screening the proposed windows on the south elevation is consistent with the Design Principles of Clause 22.09-3.1, which seek passive surveillance of the street and active frontages by providing habitable room windows oriented towards the street and public realm.*

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**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

**Assessment**

The subject site is located within an established residential area and is well suited for the development of low to medium density housing given that the site is located within easy walking distance of community facilities and public transport. The proposal also seeks to reduce pressure on the urban fringe by providing two (2) dwellings where previously one (1) existed through the redevelopment of the site, thereby ensuring that the housing required for the growing population is facilitated.

As required by the relevant provisions of the Planning Scheme, the proposed development has been assessed against the following:

- Clause 55 (full assessment attached as attachment 5) as well as Schedule 1 to the Neighbourhood Residential Zone;
- Clause 52.06 (full assessment attached as attachment 4); and
- Clause 22.09 (full assessment attached as attachment 3).

The proposal complies with all requirements of these clauses except in the instances detailed below, where variations or conditions are required.

**Use**

As outlined in Clause 32.09-2 (Neighbourhood Residential Zone), a dwelling is listed as a Section 1 use, and a planning permit is not required for the use of the proposal. However, a planning permit is required for the buildings and works, which is discussed below.

**Development**

**Planning Policy Framework / Local Planning Policy Framework**

In considering the Planning Policy Framework and the Local Planning Policy Framework, Council can establish that an acceptable proposal will be guided by:

- Clause 55 *Two or more dwellings on a lot; and*
- Clause 22.09 *Residential Development and Neighbourhood Character.*

Each of these Clauses ensure that Council facilitates the orderly development of urban areas, which is a specific objective of Clause 11.02 Settlement.

The objectives of Clause 15.01-1S Urban Design, Clause 15.01-2S Building Design 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.

The identified preferred future character is set out in Clause 22.09. It is considered that the proposed design response respects the preferred neighbourhood character of the limited change area.

The design of the dwellings is considered to be in keeping with the existing and preferred neighbourhood character by way of first floor setbacks, separation between dwellings, and capacity for substantial landscaping and canopy tree planting throughout the site.

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

The proposal's compliance with Clause 22.09 and Clause 55 (subject to conditions) 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.

**Clause 22.09 Assessment**

The identified future character for the site is set out at Clause 22.09. The subject site is within the Limited Change Area. The policy at Clause 22.09-3.4 seeks well designed and site response low to medium density development that respects the existing neighbourhood character and provides appropriate separation of the first floors, ground level living and private open spaces areas. To protect the amenity of adjoining dwellings, developments should provide for high quality landscaping and canopy trees and appropriate setbacks.

The subject site is located within an established residential area. Being a corner site, the site benefits from minimal sensitive interfaces with single storey dwellings located on the north and east boundaries. To the north the site adjoins an accessway and brick garage. To the east the site adjoins a verandah for part of the boundary, with the main secluded private open space located well away from the subject site.

The proposal is site responsive, with the built form being substantially setback from the eastern boundary. Two detached dwellings are proposed, with a generous first floor separation. The proposed dwellings have been well setback from the adjoining boundaries, which will allow for substantial landscaping treatments across the site and screen planting where necessary. Ground level living is proposed, which is connected to large secluded private open space areas capable of providing canopy trees.

The proposal further seeks to protect the amenity of existing dwellings by providing appropriate screening to habitable rooms, resulting in no unacceptable overlooking opportunities. Furthermore, as the built form has been sensitively sited, there is no additional overshadowing of existing secluded private open space areas.

It is considered that the proposal has been designed to protect the amenity of adjoining dwellings and to contribute to the landscape character as required by Clause 22.09, and is compliant with this clause. An assessment against the design principles of Clause 22.09 is included at Attachment 3 of this report.



**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55 Assessment**

A Clause 55 assessment is attached to this report at Attachment 5. The proposal meets all of the objectives of Clause 55. Standards that warrant further consideration are discussed as follows:

**Clause 55.03-1 – Street setback objective – Standard B6**

As there is a building on an adjoining allotment facing the same street, the standard requires the proposal to have the same distance or 9 metres whichever is the lesser. The adjoining dwelling to the north is setback 9.1 metres, therefore a 9-metre setback is required. Due to the irregular frontage, the proposal seeks a variation as the minimum front setback at ground would be 7.73 metres at ground floor and 7.9 metres at first floor.

As the site is a corner site, the south-western boundary is irregular unlike a typically shaped site which is generally rectangular. It is at one particular corner where the front setback does not comply. However, the remainder of the site (where the frontage is regular) is compliant with the front setback requirements, being setback 9 metres from the street. Furthermore, the existing single storey dwelling has a minimum front setback (to the irregular frontage) to Bakers Road of 6.7 metres. In addition, there are a number of setbacks on Bakers Road that would have a similar existing setback as the proposal, including number 122 Bakers Road which is setback 7.1 metres and No 163 Bakers Road which has a minimum setback of 7.27 metres. As such, the proposed minimum setbacks sit comfortably within the setbacks context of Bakers Road. Given the above, the variation is considered appropriate.

As per the requirements of Standard B6, the side wall to dwelling 1 is setback 2 metres from Neasham Drive, which complies with the standard and Dwelling 2 is setback 3 metres from Neasham Drive which also complies with the standard.

**Clause 55.03-6 Landscaping objectives – Standard B13**

This standard requires a landscape layout and design that specifies themes and vegetation. While the proposal provides adequate space for landscaping treatments across the site, a landscape plan has not been submitted as part of the application and it is recommended to be requested as a condition of permit. The objective would be met, subject to a condition of permit.

**Car Parking**

The proposal provides four (4) on site car parking spaces, and as such complies with the requirements of Clause 52.06 with respect to the number of car parking spaces required (Clause 52.06-5). The proposal complies with the design standards of Clause 52.06-9.

A Clause 52.06 Assessment is attached to this report at Attachment 5.

**Restrictive Covenant**

Covenant G560268 was registered on title on 22 March 1977. The covenant requires the exterior walls of any dwelling or dwellings to be substantially made of brick or brick veneer. It is noted that both first and ground floor are proposed face brickwork. However, rendered cladding and feature cladding are also shown on the schedule of finishes, which do not correspond to any materials on



**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

the elevations. While the proposal complies with the covenant, to avoid any confusion it is recommended that these materials be removed from the finishes schedule. This can be achieved via a condition on permit.

**Environmentally Sustainable Development**

Clause 22.06 of the Greater Dandenong Planning Scheme sets out that development should be energy efficient and encourage sustainable development.

Where an application proposes 3 or more dwellings, a Sustainable Design Assessment (SDA) must be submitted. Where an application proposes 10 or more dwellings, a Sustainable Management Plan (SMP) must be submitted.

As the application proposes two (2) dwellings, an SDA or SMP are not required.

**Conclusion**

The proposal is consistent with the provisions of the Greater Dandenong Planning Scheme, including the zoning requirements, local policy direction, application of Clauses 22.09, 52.06 and 55, and the decision guidelines of Clause 65.

**Recommendation**

**That Council resolves to issue a Notice of Decision to grant a permit in respect of the land known and described as 165 Bakers Road DANDENONG NORTH VIC 3175 (Lot 1 PS 096539) for the purpose of development of the land for two (2) double storey dwellings in accordance with the plans submitted with the application subject to the following conditions:**

- 1. Prior to the endorsement of plans, 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, but modified to show:**
  - 1.1. The proposed driveway and vehicle crossing to Dwelling 2 to be straight and in line with the garage, and, the tandem space to be dimensioned in accordance with Clause 52.06-9; and**
  - 1.2. Removal of the 'rendered cladding' and 'feature cladding – grooved cement sheet' from the schedule of finishes.**

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

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

- 2. Before the approved development starts, and before any trees or vegetation are removed, an amended landscape plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The amended 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 provided. The landscape plan must show:**
- 2.1. plans to accord with Condition 1 of this permit;**
  - 2.2. the site at a scale of 1:100/200, 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. 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. a plant schedule giving a description of botanical name, common name, mature height and spread, pot size, purchase height (if a tree) and individual plant quantities;**
  - 2.6. at least one (1) advanced canopy tree with a minimum planting height of 1.5 metres within the rear secluded open space areas of each dwelling;**
  - 2.7. at least two (2) advanced native canopy trees with a planting height of 1.5 metres within the frontage of dwelling 1;**  
**at least one (1) advanced native canopy trees with a planting height of 1.5 metres within the frontage of dwelling 2;**
  - 2.8. any paving or deck areas within the secluded open space area of the proposed dwelling on a permeable base.**

**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 dwellings are occupied.**

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

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 of the site including landscaped and pavement areas, all to the satisfaction of the Responsible Authority.
6. Stormwater discharge is to be retained on site to the pre-development level of peak stormwater discharge, to the satisfaction of the Responsible Authority.
7. Before the approved building is occupied, all piping and ducting above the ground floor storey of the building, except downpipes, must be concealed to the satisfaction of the Responsible Authority.
8. Standard concrete vehicular crossing/s must be constructed to suit the proposed driveway/s in accordance with the Council's standard specifications. Any vehicle crossing no longer required must be removed and the land, footpath and kerb and channel reinstated, to the satisfaction of the Responsible Authority.
9. Except with the prior written consent of the Responsible Authority, floor levels shown on the endorsed plan/s must not be altered or modified.
10. Before the approved building is 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.
11. Before the approved building is 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.

**All glazing must at all times be maintained to the satisfaction of the Responsible Authority.**

12. Before the approved buildings are occupied, the privacy screens and other measures to prevent overlooking as shown on the endorsed plans must be installed to the satisfaction of the Responsible Authority.

**All privacy screens and other measures to prevent overlooking as shown on the endorsed plans must at all times be maintained to the satisfaction of the Responsible Authority.**

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

- 13. Before the approved building is occupied, all boundary walls in the development must be constructed, cleaned and finished to the satisfaction of the Responsible Authority.**
- 14. This permit will expire if:-**
  - 14.1. The development or any stage of it does not start within two (2) years of the date of this permit, or**
  - 14.2. The development or any stage of it is not completed within four (4) years of the date of this permit.**

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

**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.**
- The property is identified to be subject to flooding in major rain events. An application for Report and Consent for Flooding is required. Asset Management Team is to be contacted to confirm the minimum finished floor level (FFL) of the proposed development.**
- The property has a probability of flooding from Melbourne water's drainage system. The applicant should contact Melbourne Water to determine relevant flood levels.**
- 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.**

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

- **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 flood dispensation is to be obtained prior to issue of Building Permit.**
- **As, the property has probability of flooding from Melbourne water's drainage system, a referral from Melbourne Water is required to determine relevant flood levels.**
- **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.**

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

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION – NO. 165 BAKERS ROAD, DANDENONG  
NORTH (PLANNING APPLICATION NO. PLN20/0022)**

**ATTACHMENT 1**

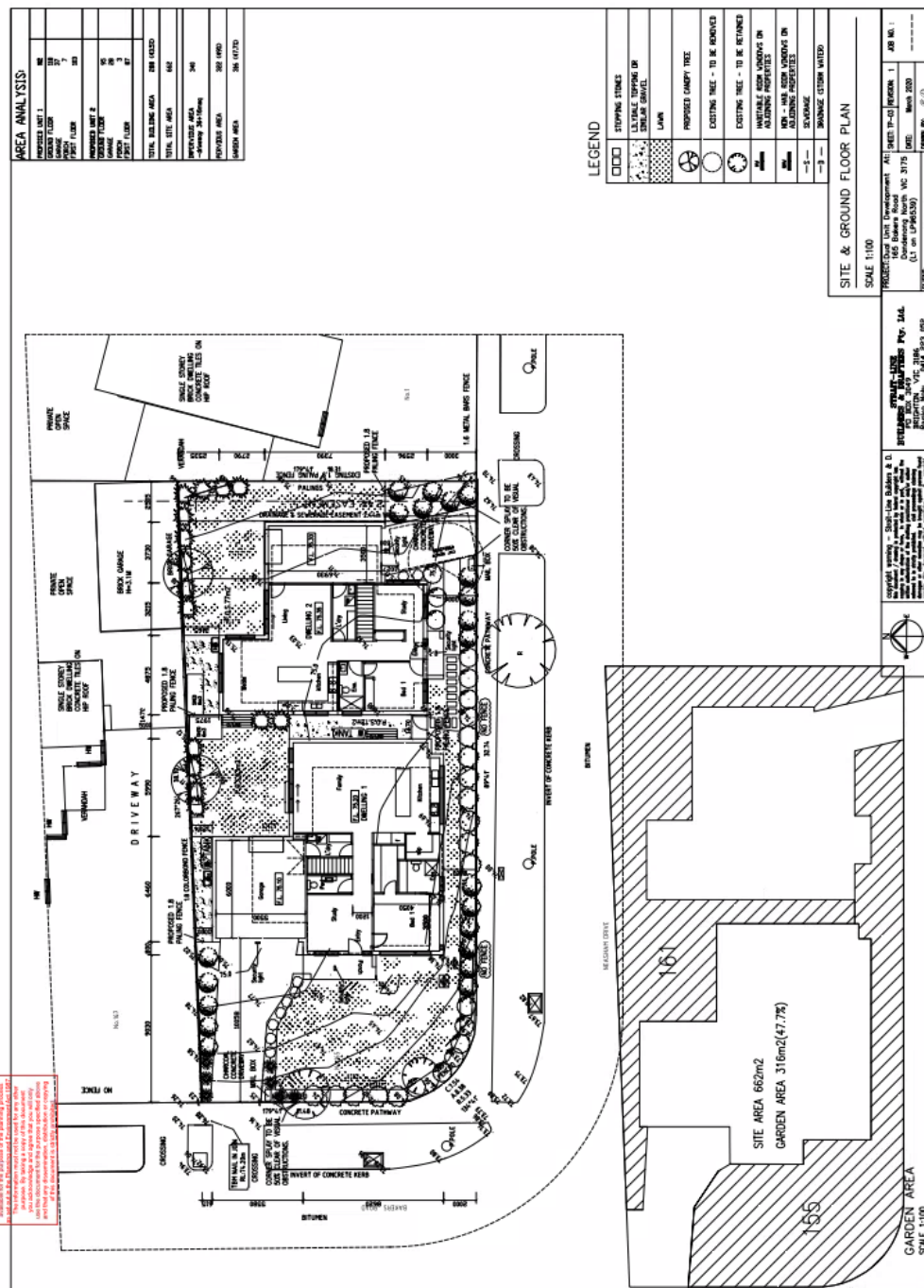
**SUBMITTED PLANS**

**PAGES 4 (including cover)**

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

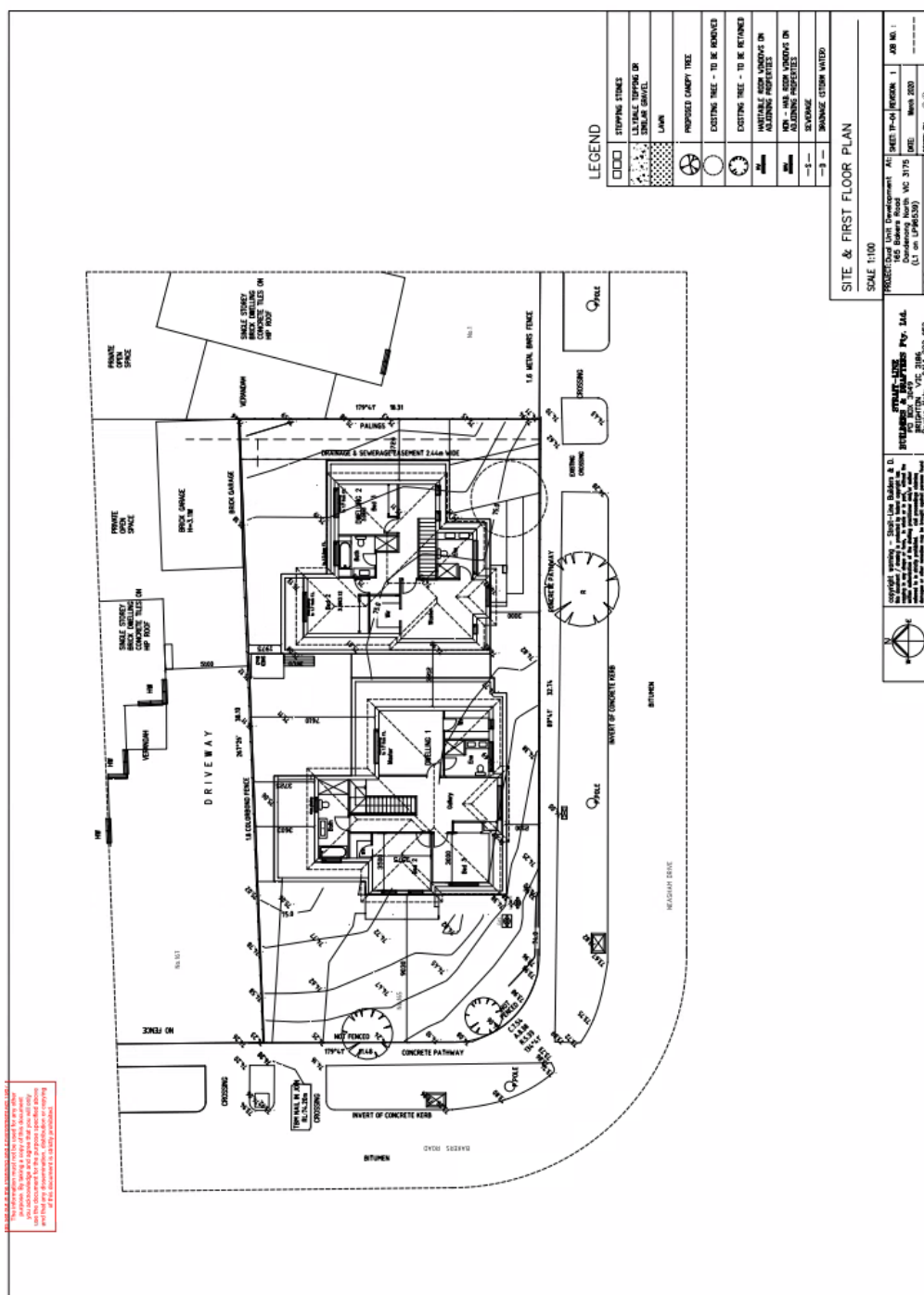
## ORDINARY COUNCIL MEETING - AGENDA

### 2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)



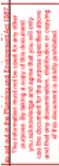


### 2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)





### 2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)



**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION – NO. 165 BAKERS ROAD, DANDENONG  
NORTH (PLANNING APPLICATION NO. PLN20/0022)**

**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. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**



Subject Site	
Location of objectors	

\*It is noted that only one (1) objection has been received from both Units 1 & 2 / 169 Bakers Road, so whilst three properties are shown, there are only two objections.

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION – NO. 165 BAKERS ROAD, DANDENONG  
NORTH (PLANNING APPLICATION NO. PLN20/0022)**

**ATTACHMENT 3**

**CLAUSE 22 ASSESSMENT**

**PAGES 10 (including cover)**

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Assessment Table for Clause 22****Clause 22.09-3.1 Design Principles for all residential developments**

Title /Objective	Principles	Principle met/Principle not met/NA
<b>Safety</b>	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>✓ <b>Principle met</b></p> <p>The proposal would have an active frontage with ground floor habitable room windows oriented towards both Bakers Road and Neasham Drive.</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>✓ <b>Principle met</b></p> <p>Passive surveillance of street and public realm is provided through windows fronting both streets at both ground and upper floor level.</p>
	Use semi-transparent fences to the street frontage.	<p>✓ <b>Principle met</b></p> <p>No front fence proposed</p>
	Light communal spaces including main entrances and car parking areas with high mounted sensor-lights.	<p>✓ <b>Principle met</b></p> <p>Sensor lights have been provided to the car parking areas, which would be capable of lighting the dwelling entries.</p>
	Ensure that all main entrances are visible and easily identifiable from the street.	<p>✓ <b>Principle met</b></p>
	Locate non-habitable rooms such as bathrooms, away from entrances and street frontage.	<p>✓ <b>Principle met</b></p> <p>Both habitable and non-habitable windows are located on the frontage to both dwellings. However, this is expected of a corner site.</p>
<b>Landscaping</b>	Residential development should:	

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

Provide substantial, high quality on-site landscaping, including screen planting and canopy trees along ground level front and side and rear boundaries.	<p>✓ <b>Principle met (with condition of permit)</b></p> <p>A landscape plan has not been submitted as part of the application and would be requested as a condition of permit.</p> <p>It is noted that the proposal would be capable of accommodating substantial high-quality landscaping, including screen planting and canopy trees within the frontage and rear SPOS areas.</p>
Provide substantial, high quality landscaping along vehicular accessways.	<p>✓ <b>Principle met</b></p> <p>Landscaping beds are located either side of the vehicular accessways which could accommodate low-level planting.</p>
Include the planting of at least one substantial canopy tree to each front setback and ground level secluded private open space area.	<p>✓ <b>Principle met (with condition of permit)</b></p> <p>A landscape plan has not been submitted as part of the application and would be requested as a condition of permit.</p> <p>It is noted that the proposal would be capable of accommodating two canopy trees within the frontage to dwelling 1 and one in the frontage to dwelling 2, and one per rear secluded private open space area. To ensure this outcome, it is recommended to be include as a condition of permit (should a permit be granted).</p>
Planting trees that are common to and perform well in the area.	<p>✓ <b>Principle met (with condition of permit)</b></p> <p>A landscape plan has not been submitted as part of the application and would be requested as a condition of permit (should a permit be granted).</p>
Avoid the removal of existing mature trees by incorporating their retention into the site design.	<p>✓ <b>Principle met</b></p> <p>There is currently minimal vegetation on site, with three trees proposed to be removed to accommodate the development. It is noted that these trees do not require a permit to be removed, and other conditions of permit would offset the loss of these trees.</p>

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

	Use landscaping to soften the appearance of the built form when viewed from the street and to respect the amenity of adjoining properties.	<p>✓ <b>Principle met</b> The frontage to dwelling 1 would be capable of accommodating two canopy trees within the frontage and further sets aside &gt;70% of the frontage for landscaping which would be capable of screening the built form when viewed from the street.</p>
	Ensure that landscaping also addresses the Safety Design Principles.	<p>✓ <b>Principle met</b> The proposal would provide well-proportioned setbacks and private open space areas that would allow for canopy trees to be planted and grow to full maturity.</p>
	Canopy trees should be planted in well proportioned setbacks/private open space that are sufficient to accommodate their future growth to maturity.	<p>✓ <b>Principle met</b> The proposal complies with Standard B9 (Permeability) and the objective to Clause 55.03-4, exceeding the requirements of the standard.</p>
	Landscaping should minimise the impact of increased storm water runoff through water sensitive urban design and reduced impervious surfaces.	<p>✓ <b>Principle met (with condition of permit)</b> A landscape plan has not been provided. Should a permit be granted, a condition is recommended for the permit that landscaping include indigenous species.</p>
	Landscaping should be sustainable, drought tolerant, and include indigenous species and be supported through the provision of rainwater tanks.	<p>✓ <b>Principle met</b> One single width crossover proposed per frontage.</p>
Car parking	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>✓ <b>Principle met</b> Each dwelling is located at the side of the dwelling and is recessed from the front wall of the building.</p>
	On-site car parking should be: <ul style="list-style-type: none"> <li>Well integrated into the design of the building,</li> <li>Generally hidden from view or appropriately screened where necessary,</li> <li>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.</li> </ul>	<p>✓ <b>Principle met</b> Applicable to dwelling 2 – a tandem space is located within the frontage and is fully accommodated within the site boundary.</p>
	Where car parking is located within the front setback it should be: <ul style="list-style-type: none"> <li>Fully located within the site boundary, and</li> <li>Capable of fully accommodating a vehicle between a garage or carport and the site boundary.</li> </ul>	

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

	Developments with basement car parking should consider flooding concerns where applicable.	<b>Not Applicable</b> Basement parking not proposed
Setbacks, front boundary and width	Residential developments should: Provide a front setback with fence design and height in keeping with the predominant street pattern.	✓ <b>Principle met</b> The proposed setback is in keeping with the adjoining dwellings and streetscape pattern. No front fence proposed.
	Maintain the apparent frontage width pattern.	✓ <b>Principle met</b>
	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.	✓ <b>Principle met</b>
	Provide open or low scale front fences to allow a visual connection between landscaping in front gardens and street tree planting.	✓ <b>Principle met</b> No front fence proposed on either
	All residential developments should provide good quality, useable private open space for each dwelling directly accessible from the main living area.	✓ <b>Principle met</b> Each dwelling complies with the minimum secluded private open space areas under the Schedule to the Zone and is directly accessible from the main living area.
Private open space	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.	✓ <b>Principle met</b> Indicative landscaping suggests that the POS is a usable space for domestic services and outdoor furniture and is capable of accommodating boundary landscaping.
	Private open space should be positioned to maximise solar access.	✓ <b>Principle met</b> The primary secluded private open space is located on the north side of the dwelling
	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.	✓ <b>Principle met</b> The upper floors do not encroach on the ground floor private open space
	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.	<b>Not Applicable</b> Apartments not proposed

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## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

Bulk & Built Form	All residential developments should respect the dominant façade pattern of the streetscape by: <ul style="list-style-type: none"> <li>Using similarly proportioned roof forms, windows, doors and verandahs; and</li> <li>Maintaining the proportion of wall space to windows and door openings.</li> </ul>	<p>✓ <b>Principle met</b> The proposed dwellings are designed to be in keeping with the streetscape and neighbourhood character. The proposal has incorporated a similar roof form, with a pitched roof with eaves. Window, door and roof proportions and heights are respectful of the dominant façade pattern within the broader area.</p>
	Balconies should be designed to reduce the need for screening from adjoining dwellings and properties.	<p>✓ <b>Principle met</b> Balconies are not proposed</p>
	The development of new dwellings to the rear of existing retained dwellings is discouraged where: <ul style="list-style-type: none"> <li>The siting of the retained dwelling would not enable an acceptable future site layout for either the proposed or future dwelling; or</li> <li>The retention of the existing dwelling detracts from the identified future character.</li> </ul>	<p>✓ <b>Principle met</b> Existing dwelling to be demolished</p>
	On sites adjacent to identified heritage buildings, infill development should respect the adjoining heritage by: <ul style="list-style-type: none"> <li>Not exceeding the height of the neighbouring significant building;</li> <li>Minimising the visibility of higher sections of the new building; and</li> <li>Setting higher sections back at least the depth of one room from the frontage.</li> </ul>	<p>✓ <b>Principle met</b> Site not adjacent to a heritage building</p>
Site Design	Residential development should: <ul style="list-style-type: none"> <li>Preserve the amenity of adjoining dwellings through responsive site design that considers the privacy, solar access and outlook of adjoining properties.</li> </ul>	<p>✓ <b>Principle met</b> No issues identified in regard to the overlooking and overshadowing in the Clause 55 assessment.</p>
	Maximise thermal performance and energy efficiency of the built form by addressing orientation, passive design and fabric performance	<p>✓ <b>Principle met</b></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>✓ <b>Principle met</b></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>✓ <b>Principle met</b> Sufficient setbacks are provided to the front, side and rear to allow for canopy and screen planting</p>
	Provide suitable storage provisions for the management of operational waste	<p>✓ <b>Principle met</b></p>

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## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

	Appropriately located suitable facilities to encourage public transport use, cycling and walking.	✓ <b>Principle met</b>
<b>Materials &amp; Finishes</b>	Residential development should:	
	Use quality, durable building materials and finishes that are designed for residential purposes.	✓ <b>Principle met</b> The proposed material of face brick is similar to those found in surrounding residential developments.
	Avoid the use of commercial or industrial style building materials and finishes.	✓ <b>Principle met</b> Materials are suited to residential developments
	Avoid using materials such as rendered cement sheeting, unarticulated surfaces and excessive repetitive use of materials.	✓ <b>Principle met</b> The proposal has been well articulated through variation to form and varying setbacks
	Use a consistent simple palette of materials, colours finishes and architectural detailing.	✓ <b>Principle met</b>
	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.	✓ <b>Principle met</b>
<b>Domestic services normal to a dwelling and Building services</b>	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:	
	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.	✓ <b>Principle met</b>
	Be designed to avoid the location of domestic and building services: <ul style="list-style-type: none"> <li>• Within secluded private open space areas, including balconies; and</li> <li>• Where they may have noise impacts on adjoining habitable rooms and secluded private open space areas.</li> </ul>	✓ <b>Principle met</b>
<b>Internal Amenity</b>	Residential development should:	
	Ensure that dwelling layouts have connectivity between the main living area and private open space.	✓ <b>Principle met</b>
	Be designed to avoid reliance on borrowed light to habitable rooms.	✓ <b>Principle met</b>
	Ensure that balconies and habitable room windows are designed and located to reduce the need for excessive screening.	✓ <b>Principle met</b>
	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.	✓ <b>Principle met</b> Ground level living proposed

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 22.09-3.4 Design principles for Limited Change Areas – Neighbourhood Residential Zone (NRZ)**

Titles & Objectives		Principles	Principle met/Principle not met/NA
Preferred housing type	Building Height	The preferred housing type for the Limited Change Area is low density.	<b>✓ Principle met</b> The proposal is consistent with the definition of 'low density' as defined in Clause 22.09-4, as it provides two detached dwellings of up to two storeys on a single lot with private open space being located on ground floor.
		The preferred maximum building height for land within the NRZ1 is up to 2 storeys, including ground level.	<b>✓ Principle met</b> A maximum of two (2) storeys proposed
		Residential development should incorporate substantial landscaping to create a landscaped character, particularly canopy trees in front and rear gardens; and to protect the outlook of adjoining properties	<b>✓ Principle met</b> A landscape plan has not been provided and would be requested as a condition of permit. The proposal would be capable of accommodating two (2) trees within the frontage to dwelling 1 and one tree within the frontage of dwelling two, as well as a minimum of one canopy tree per rear SPOS area. To ensure this outcome permit conditions would request two canopy trees with the front setback, and one canopy tree to each rear SPOS area.  In addition, for the frontage to dwelling 1, the proposal would also set aside >70% of the front setback for landscaping, which would protect the outlook of adjoining properties. Overall indicative landscaping (and landscaping subject to permit conditions) would significantly improve the landscaping for the site.
Car parking		Garages and car parking areas should be located behind buildings, generally hidden from view or recessed so as to not dominate the streetscape.	<b>✓ Principle met</b> Garages are located to the side of each dwelling.

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## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

<b>Setbacks, front boundary and width</b>	Car access, parking and paving within the front boundary setback should be limited in order to maximise the opportunity for soft landscaping.	<p>✓ <b>Principle met</b> For dwelling 1, paving is limited to the 3.1-metre crossover within the frontage. A tandem space is located within the frontage to dwelling 2, however, the frontage would be able to accommodate substantial landscaping.</p> <p>✓ <b>Principle met</b> Ground level secluded private open space is located at the rear of each dwelling.</p>
<b>Private open space</b>	Residential development should provide ground level secluded private open space at the side or rear of each dwelling to avoid the need for excessive screening or high front fencing.	
<b>Bulk &amp; Built Form</b>	Residential development should:	
	Ensure that the built form respects the scale of existing prevailing built form character and responds to site circumstances and streetscape;	<p>✓ <b>Principle met</b> The site is a corner site. To the north, the site adjoins a driveway and brick garage. To the east, the site adjoins private open space to the front and a veranda to the rear. The built form has been sensitively sited from the verandah, with the built form being setback in excess of 9 metres.</p>
	Provide separation between dwellings at the upper level;	<p>✓ <b>Principle met</b> The upper floors of dwelling 1 and 2 have a 3.91 metres separation.</p>
	Retain spines of open space at the rear of properties to maximise landscaping opportunities and protect private secluded open space;	<p>✓ <b>Principle met</b> The site is a corner site and there is no existing clear spine of open space</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>✓ <b>Principle met</b> The double storey form is predominantly located to towards the two street frontages with increased first floor setbacks from the north and east boundaries.</p>

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

	<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 the amenity of 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"> <li>• The visual impact of the building bulk does not adversely affect the identified future character of the area;</li> <li>• Overlooking and/or overshadowing does not adversely affect the amenity of neighbouring properties;</li> <li>• The building bulk does not adversely affect the planting and future growth of canopy trees to maturity;</li> <li>• Sufficient side and rear boundary landscaping can be provided to screen adjoining properties;</li> <li>• Upper storey components are well recessed from adjoining sensitive interfaces.</li> </ul> <p>Residential development should provide a level of visual interest through the use of contrast, texture and variation of materials.</p>	<p><b>✓ Principle met</b></p> <p>The site is a corner site, which adjoins dwellings on the north and east boundaries. The site directly abuts an accessway and garage to the north. The interface to the east is the most sensitive interface, with a verandah located on the boundary.</p> <p>On the north boundary, at ground floor the dwellings have a minimum setback of 1 metre and at first floor a minimum of 3.6 metres.</p> <p>To the east, at both ground and first floor the built form has been setback in excess of 9 metres from the verandah.</p> <p>The proposal is for two detached side-by-side dwellings, with no dwelling to the rear proposed.</p> <p>There is no overshadowing impact to the adjoining secluded private open space areas to the north and east.</p> <p><b>✓ Principle met</b></p> <p>The proposal provides a level of visual interest through variation to forms and setbacks.</p>
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**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. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION – NO. 165 BAKERS ROAD, DANDENONG  
NORTH (PLANNING APPLICATION NO. PLN20/0022)**

**ATTACHMENT 4**

**CLAUSE 52 ASSESSMENT**

**PAGES 6 (including cover)**

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Assessment Table - Clause 52****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:	✓ <b>Standard met</b>
	• Be at least 3 metres wide.	Each accessway is a minimum width of 3 metres
	• Have an internal radius of at least 4 metres at changes of direction or intersection or be at least 4.2 metres wide.	✓ <b>Standard met</b>
	• 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.	<b>Not Applicable</b>
	• Provide at least 2.1 metres headroom beneath overhead obstructions, calculated for a vehicle with a wheel base of 2.8 metres.	✓ <b>Standard met</b> No overhead obstructions
	• If the accessway serves four or more car spaces or connects to a road in a Road Zone, the accessway must be designed so that cars can exit the site in a forward direction.	<b>Not Applicable</b>
	• 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.	<b>Not Applicable</b>
	• 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.	✓ <b>Standard met</b> Corner splays have been provided
	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.	<b>Not Applicable</b>
	If entry to the car space is from a road, the width of the accessway may include the road.	✓ <b>Standard met</b>

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## ORDINARY COUNCIL MEETING - AGENDA

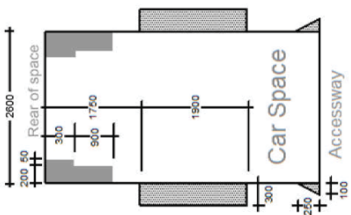
**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

Design standard 2 – Car parking spaces	Car parking spaces and accessways must have the minimum dimensions as outlined in Table 2.	Car parking spaces and accessways must have the minimum dimensions as outlined in Table 2.																																
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
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	4.8 m	3.2 m	4.9 m																															
<p><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></p>																																		
	✓ <b>Standard met</b>	Applicable to dwelling 2 – the tandem space is 4.9 metres long by 2.6 metres wide																																



## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

<p>✓ <b>Standard met</b></p> <p>No structures projecting into the car parking spaces</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"> <li>• 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.</li> <li>• A structure, which may project into the space if it is at least 2.1 metres above the space.</li> </ul> <p><b>Diagram 1 Clearance to car parking spaces</b></p>  <p>Dimensions in millimetres</p> <p>Clearance required</p> <p>Tree or column permitted</p>	<p>✓ <b>Standard met</b></p> <p>Dwelling 1 – double garage: 6 metres long 5.5 metres wide</p> <p>Dwelling 2 – single garage: 6 metres and 3.5 metres wide</p>
<p>✓ <b>Standard met</b></p> <p>Relevant to dwelling 2, 500mm has been provided between the tandem space and garage</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>✓ <b>Standard met</b></p>
<p>✓ <b>Standard met</b></p>	<p>Where two or more car parking spaces are provided for a dwelling, at least one space must be under cover.</p>	<p>✓ <b>Standard met</b></p>
<p><b>Not Applicable</b></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>✓ <b>Standard met</b></p>

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (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.	Not Applicable																
	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.	Not Applicable																
	<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.	Not Applicable																	
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.	Not Applicable																	
Design standard 4: Mechanical parking	Mechanical parking may be used to meet the car parking requirement provided: <ul style="list-style-type: none"><li>At least 25 per cent of the mechanical car parking spaces can accommodate a vehicle clearance height of at least 1.8 metres.</li><li>Car parking spaces the require the operation of the system are not allowed to visitors unless used in a valet parking situation.</li><li>The design and operation is to the satisfaction of the responsible authority.</li></ul>	Not Applicable																
		Not Applicable																
		Not Applicable																
Design standard 5: Urban design	Ground level car parking, garage doors and accessways must not visually dominate public space.	✓ Standard met																
	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																
	Design of car parks must take into account their use as entry points to the site.	✓ Standard met																

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

	Design of new internal streets in developments must maximise on street parking opportunities.	Not Applicable
<b>Design standard 6: Safety</b>	Car parking must be well lit and clearly signed.	✓ Standard met
	The design of car parks must maximise natural surveillance and pedestrian visibility from adjacent buildings.	✓ Standard met
	Pedestrian access to car parking areas from the street must be convenient.	✓ Standard met
	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.	✓ Standard met
<b>Design standard 7: Landscaping</b>	The layout of car parking areas must provide for water sensitive urban design treatment and landscaping.	✓ Standard met
	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
	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

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION – NO. 165 BAKERS ROAD, DANDENONG  
NORTH (PLANNING APPLICATION NO. PLN20/0022)**

**ATTACHMENT 5**

**CLAUSE 55 ASSESSMENT**

**PAGES 38 (including cover)**

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (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.	<b>✓ Standard met</b> The proposal is considered to respect the existing and preferred neighbourhood character of the area by way of street setback, landscaping and bulk and built form subject to conditions. See Clause 22.09 Assessment for further details.
Decision Guidelines	The proposed design response must respect the existing or preferred neighbourhood character and respond to the features of the site.	<b>✓ Standard met</b> As above
	Any relevant neighbourhood character objective, policy or statement set out in this scheme.	
	The neighbourhood and site description. The design response.	
Objectives	To ensure that the design respects the existing neighbourhood character or contributes to a preferred neighbourhood character.	
	To ensure that development responds to the features of the site and the surrounding area.	

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.02-2 Residential policy objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B2</b>	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
<b>Decision Guidelines</b>	The SPPF and the LPPF including the MSS and local planning policies. The design response.	
<b>Objectives</b>	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.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.02-3 Dwelling diversity objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B3</b>	Developments of ten or more dwellings should provide a range of dwelling sizes and types, including: <ul style="list-style-type: none"> <li>• Dwellings with a different number of bedrooms.</li> <li>• At least one dwelling that contains a kitchen, bath or shower, and a toilet and wash basin at ground floor level.</li> </ul>	<b>Standard met</b> Two (2) dwellings proposed.
<b>Objective</b>	To encourage a range of dwellings sizes and types in developments of ten or more dwellings.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.02-4 Infrastructure objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B4</b>	Development should be connected to reticulated services, including reticulated sewerage, drainage, electricity and gas, if available.	<b>Standard met</b> The proposed development would be connected to reticulated services in an established residential area.
	Development should not unreasonably exceed the capacity of utility services and infrastructure, including reticulated services and roads.	<b>Standard met</b> The proposed development of the site for two (2) dwellings would not unreasonably exceed the capacity of utility services and 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.	<b>Standard met</b>
<b>Decision Guidelines</b>	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.	
<b>Objectives</b>	To ensure development is provided with appropriate utility services and infrastructure.	
	To ensure development does not unreasonably overload the capacity of utility services and infrastructure.	



## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.02-5 Integration with the street objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B5</b>	Developments should provide adequate vehicle and pedestrian links that maintain or enhance local accessibility.	<b>✓ Standard met</b> Each dwelling benefits from individual pedestrian and vehicular access
	Developments should be oriented to front existing and proposed streets.	<b>✓ Standard met</b> Dwelling 1 is proposed to be oriented to Bakers Road and dwelling 2 is proposed to be oriented to Neasham Drive.
	High fencing in front of dwellings should be avoided if practicable.	<b>✓ Standard met</b> No front fence is proposed on either frontage
	Development next to existing public open space should be laid out to complement the open space.	<b>✓ Standard met</b> The subject site does not adjoin any public open space.
<b>Decision Guidelines</b>	Any relevant urban design objective, policy or statement set out in this scheme. The design response.	
<b>Objective</b>	To integrate the layout of development with the street.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.03-1 Street setback objective**

Title & Objective		Standards		Standard Met/Standard Not Met/NA
Standard B6		Walls of buildings should be set back from streets at least the distance specified in a schedule to the zone:  <u>RGZ:</u> 5 metres or as per Table B1, whichever is the lesser. <u>GRZ:</u> 7.5 metres or as per Table B1, whichever is the lesser. <u>NRZ:</u> As per Table B1.  Table B1 Street setback		<b>* Standard not met</b>  The subject site is a corner site.  The setback of the adjoining dwelling to the north is 9.1 metres  The porch is less than 3.6 metres in height and is an allowable encroachment into the standard.  Due to the irregular frontage, the minimum front setback would not comply at ground or first floor, with the front wall being setback 7.73 metres at ground floor and 7.9 metres at first floor.  The side wall to dwelling 1 is setback 2 metres from Neasham Drive, which complies with the standard.  Dwelling 2 is setback 3 metres from Neasham Drive which complies with the standard.

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

<b>Decision Guidelines</b>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>Whether a different setback would be more appropriate taking into account the prevailing setbacks of existing buildings on nearby lots.</p> <p>The visual impact of the building when viewed from the street and from adjoining properties.</p> <p>The value of retaining vegetation within the front setback.</p>	<p>A small section of the proposal fails to comply. As the site is a corner site, the south-western boundary is irregular and angular unlike a typically regular shaped site which is rectangular. It is at this particular corner where the front setback does not comply. However, the remainder of the site (where the frontage is regular) is compliant with the front setback requirements. Given the irregular shape of the site, the variation is considered appropriate.</p>
<b>Objective</b>	<p>To ensure that the setbacks of buildings from a street respect the existing or preferred neighbourhood character and make efficient use of the site.</p>	<p>✓ <b>Objective met</b></p> <p>The proposed setback respects the preferred neighbourhood character and makes efficient use of the site.</p>

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.03-2 Building height objective**

Title & Objective		Standards	Standard Met/Standard Not Met/NA
Standard B7		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. <b>RGZ: 13.5 metres discretionary maximum (refer Clause 32.07-8 for details)</b> <b>GRZ: 11 metres / 3 storeys mandatory maximum (refer Clause 32.08-9)</b> <b>NRZ: 9 metres / 2 storeys mandatory maximum (refer Clause 32.09-9)</b>	<b>Standard met</b> The proposed dwellings would have a maximum height of 7.73 metres and a maximum of two storeys.
		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. Changes of building height between existing buildings and new buildings should be graduated.	<b>N/A</b>
Decision Guidelines		Any relevant neighbourhood character objective, policy or statement set out in this scheme.	
		Any maximum building height specified in the zone, a schedule to the zone or an overlay applying to the land.	
		The design response.	
		The effect of the slope of the site on the height of the building.	
		The relationship between the proposed building height and the height of existing adjacent buildings.	
Objective		The visual impact of the building when viewed from the street and from adjoining properties.	
		To ensure that the height of buildings respects the existing or preferred neighbourhood character	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.03-3 Site coverage objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B8</b>	<p>The site area covered by buildings should not exceed:</p> <ul style="list-style-type: none"> <li>• The maximum site coverage specified in a schedule to the zone, or</li> <li>• If no maximum site coverage is specified in a schedule to the zone, 60 per cent.</li> </ul> <p><b>RGZ1: 70%</b>  <b>RGZ2: 70%</b>  <b>RGZ3: 70%</b>  <b>GRZ1: 60% (none specified)</b>  <b>GRZ2: 60% (none specified)</b>  <b>NRZ1: 50%</b></p>	<p><b>Standard met</b>            288 square metres or 43.5%</p>
<b>Decision Guidelines</b>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The existing site coverage and any constraints imposed by existing development or the features of the site.</p> <p>The site coverage of adjacent properties</p> <p>The effect of the visual bulk of the building and whether this is acceptable in the neighbourhood.</p>	
<b>Objective</b>	To ensure that the site coverage respects the existing or preferred neighbourhood character and responds to the features of the site.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (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"> <li>• The minimum areas specified in a schedule to the zone, or</li> <li>• If no minimum is specified in a schedule to the zone, 20 per cent of the site.</li> </ul> <p><u>RGZ1: 20%</u>  <u>RGZ2: 20% (none specified)</u>  <u>RGZ3: 20% (none specified)</u>  <u>GRZ1: 30%</u>  <u>GRZ2: 20% (none specified)</u>  <u>NRZ1: 40%</u></p>	<p>Standard met            ✓ 322 square metres or 49% of the site</p>
Decision Guidelines	<p>The design response.</p> <p>The existing site coverage and any constraints imposed by existing development.</p> <p>The capacity of the drainage network to accommodate additional stormwater.</p> <p>The capacity of the site to absorb run-off.</p> <p>The practicality of achieving the minimum site coverage of pervious surfaces, particularly on lots of less than 300 square metres.</p>	
Objectives	<p>To reduce the impact of increased stormwater run-off on the drainage system.</p> <p>To facilitate on-site stormwater infiltration.</p>	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.03-5 Energy efficiency objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B10</b>	<p>Buildings should be:</p> <ul style="list-style-type: none"> <li>• Oriented to make appropriate use of solar energy.</li> <li>• Sited and designed to ensure that the energy efficiency of existing dwellings on adjoining lots is not unreasonably reduced.</li> <li>• Sited and designed to ensure that the performance of existing rooftop solar energy systems on dwellings on adjoining lots in a General Residential Zone, Neighbourhood Residential Zone or Township Zone are not unreasonably reduced. The existing rooftop solar energy system must exist at the date the application is lodged.</li> </ul> <p>Living areas and private open space should be located on the north side of the development, if practicable.</p> <p>Developments should be designed so that solar access to north-facing windows is maximised.</p>	<p><b>Standard met</b></p> <p>The development is designed to ensure that the energy efficiency of each dwelling is maximised with the maximum number of north facing windows and sufficient setbacks to allow solar access into open space.</p> <p>The proposal has been designed so that there is no additional overshadowing of secluded private open space.</p> <p>Adjoining dwellings do not have any existing rooftop solar energy systems.</p> <p><b>Standard met</b></p> <p>Living areas are located on the north side of the development</p> <p><b>Standard met</b></p>
<b>Decision Guidelines</b>	<p>The design response.</p> <p>The size, orientation and slope of the lot.</p> <p>The existing amount of solar access to abutting properties.</p> <p>The availability of solar access to north-facing windows on the site.</p>	
<b>Objectives</b>	<p>To achieve and protect energy efficient dwellings and residential buildings.</p> <p>To ensure the orientation and layout of development reduce fossil fuel energy use and make appropriate use of daylight and solar energy.</p>	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.03-6 Open space objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B11</b>	If any public or communal open space is provided on site, it should: <ul style="list-style-type: none"> <li>• Be substantially fronted by dwellings, where appropriate.</li> <li>• Provide outlook for as many dwellings as practicable.</li> <li>• Be designed to protect any natural features on the site.</li> <li>• Be accessible and useable.</li> </ul>	<b>N/A</b> No public or communal private open space proposed.
<b>Decision Guidelines</b>	Any relevant plan or policy for open space in the SPPF and the LPPF, including the MSS and local planning policies. The design response.	
<b>Objective</b>	To integrate the layout of development with any public and communal open space provided in or adjacent to the development.	



## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (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.	<b>✓ Standard met</b> The dwelling entries are not obscured or isolated and are visible from the street.
		Planting which creates unsafe spaces along streets and accessways should be avoided.	<b>✓ Standard met</b> Low level planting is proposed along the accessway. In accordance with Clause 52.06-9 (Car Parking), corner splays have been provided which would limit landscaping to a maximum height of 900mm
		Developments should be designed to provide good lighting, visibility and surveillance of car parks and internal accessways.	<b>✓ Standard met</b> Security lights are provided for the car parking areas.
		Private spaces within developments should be protected from inappropriate use as public thoroughfares.	<b>✓ Standard met</b> Private spaces are fenced or delineated by fencing, built form or landscaping.
		The design response.	
Decision Guidelines		To ensure the layout of development provides for the safety and security of residents and property.	
Objectives			

### 2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)

### Clause 55.03-6 Landscaping objectives

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B13</b>	<p>The landscape layout and design should:</p> <ul style="list-style-type: none"> <li>• Protect any predominant landscape features of the neighbourhood.</li> <li>• Take into account the soil type and drainage patterns of the site.</li> <li>• Allow for intended vegetation growth and structural protection of buildings.</li> <li>• In locations of habitat importance, maintain existing habitat and provide for new habitat for plants and animals.</li> <li>• Provide a safe, attractive and functional environment for residents.</li> </ul> <p>Development should provide for the retention or planting of trees, where these are part of the character of the neighbourhood.</p> <p>Development should provide for the replacement of any significant trees that have been removed in the 12 months prior to the application being made</p> <p>The landscape design should specify landscape themes, vegetation (location and species), paving and lighting.</p> <p>Development should meet any additional landscape requirements specified in a schedule to the zone.</p> <p><b><u>All schedules to all residential zones:</u></b>  <b><i>"70% of ground level front setback, and side and rear setbacks, planted with substantial landscaping and canopy trees."</i></b></p>	<p>✓ <b>Standard met</b></p> <p>✓ <b>Standard met</b> Minimal vegetation is present on the site. No permit is required for the removal of trees on site</p> <p>✓ <b>Standard met</b> No known significant trees to have been removed in the last 12 months.</p> <p>✓ <b>Standard met (with condition of permit)</b> A landscape plan has not been submitted as part of the application and if a permit is granted would be requested as a condition of permit.</p> <p>✓ <b>Standard met</b> Total front setback – 151 square metres Area set aside for landscaping – 111 square metres or 73.5% Complies.</p>
<b>Decision Guidelines</b>	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.	
<b>Objectives</b>	Whether a tree was removed to gain a development advantage. To encourage development that respects the landscape character of the neighbourhood.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

	<div>To encourage development that maintains and enhances habitat for plants and animals in locations of habitat importance.</div> <div>To provide appropriate landscaping.</div> <div>To encourage the retention of mature vegetation on the site.</div>	
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"><li>33 per cent of the street frontage, or</li><li>if the width of the street frontage is less than 20 metres, 40 per cent of the street frontage.</li></ul>	<div>✓ Standard met</div> <div>Accessway to Bakers Road</div> <div>Should not exceed 4.59 metres or 40% of the street frontage</div> <div>Proposed is 3.1 metres</div> <div>Accessway to Neasham Drive</div> <div>Should not exceed 10.8 metres</div> <div>Proposed is 3 metres</div>
	No more than one single-width crossover should be provided for each dwelling fronting a street.	<div>✓ Standard met</div> <div>One single width crossover has been provided per dwelling.</div>
	The location of crossovers should maximise retention of on-street car parking spaces.	<div>✓ Standard met</div> <div>Single width crossovers proposed on frontages with a width of less than 17 metres, which maximises the retention of on-street parking spaces.</div>
	The number of access points to a road in a Road Zone should be minimised.	<div>✓ Standard met</div> <div>Neither Bakers Road nor Neasham Drive are a road in a Road Zone</div>
	Developments must provide for access for service, emergency and delivery vehicles.	<div>✓ Standard met</div>
Decision Guidelines	The design response.	
	The impact on neighbourhood character.	
	The reduction of on-street car parking spaces.	
	The effect on any significant vegetation on the site and footpath.	
Objectives	To ensure the number and design of vehicle crossovers respects the neighbourhood character.	

## ORDINARY COUNCIL MEETING - AGENDA

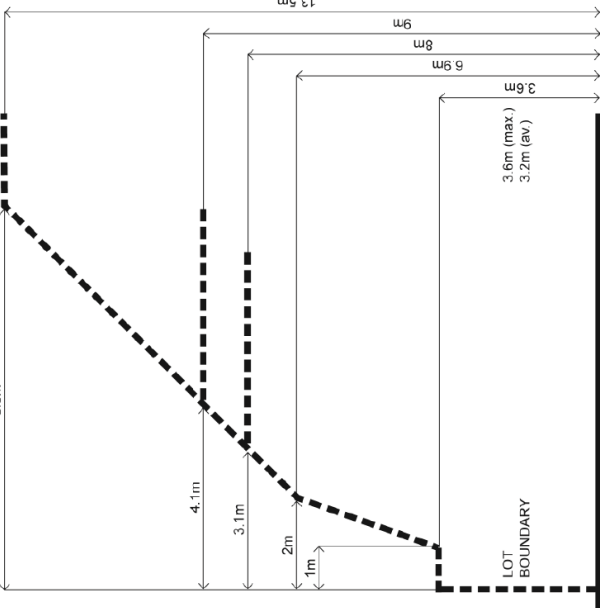
**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.03-10 Parking location objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B15</b>	Car parking facilities should: <ul style="list-style-type: none"> <li>• Be reasonably close and convenient to dwellings and residential buildings.</li> <li>• Be secure.</li> <li>• Be well ventilated if enclosed.</li> </ul> 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.	<b>Standard met</b> All car spaces would be conveniently located next to their respective dwelling
<b>Decision Guidelines</b>	The design response.	
<b>Objectives</b>	To provide convenient parking for residents and visitors vehicles.	
	To protect residents from vehicular noise within developments.	

## ORDINARY COUNCIL MEETING - AGENDA

## 2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)

## Clause 55.04-1 Side and rear setbacks objective

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p><b>Standard B17</b></p> <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"> <li>At least the distance specified in a schedule to the zone, or</li> <li><b>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."</b></li> <li>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.</li> </ul> <p><b>Diagram B1 Side and rear setbacks</b></p>  <p><b>Diagram B1 Side and rear setbacks</b></p> <p>The diagram illustrates the setbacks for a building on a lot. The lot boundary is shown as a dashed line. The setbacks are as follows:</p> <ul style="list-style-type: none"> <li>8.6m setback from the side boundary.</li> <li>4.1m setback from the side boundary.</li> <li>3.1m setback from the side boundary.</li> <li>2m setback from the side boundary.</li> <li>1m setback from the side boundary.</li> <li>3.6m (max) setback from the side boundary.</li> <li>3.2m (av) setback from the side boundary.</li> <li>13.5m setback from the rear boundary.</li> <li>9m setback from the side boundary.</li> </ul>	<p><b>Standard met</b></p> <p>East Elevation – Side setback</p> <p>Applicable to Dwelling 2:</p> <p>Ground floor setback required: 1 metre</p> <p>Ground floor setback provided: 2.51 metre</p> <p>First floor setback required: 1.56 metres</p> <p>First floor setback provided: 3.72 metres</p> <p><b>North Elevation – Side setback</b></p> <p><b>Dwelling 1</b></p> <p>Ground floor setback required: 1 metre</p> <p>Ground floor setback provided: Minimum of 1 metre</p> <p>First floor setback required: 1.66 metres</p> <p>First floor setback provided: 3.6 metres</p> <p><b>Dwelling 2</b></p> <p>Ground floor setback required: 1.02 metre</p> <p>Ground floor setback provided: Minimum of 1.98 metres</p> <p>First floor setback required: 1.58 metres</p> <p>First floor setback provided: 3.38 metres</p> <p>Schedule 1 to Clause 32.09 varies the requirement of Standard B17. To the north, the site adjoins a driveway and brick garage and therefore the 1 metre setback is applicable. To the east, the site adjoins a verandah (area of secluded private open space) and private open space within the frontage. Where the site adjoins the verandah a 2 metre setback is required. The built form at ground floor would be setback 9.6 metres and 9.7 metres at first floor – which complies with this standard.</p>	<p><b>Standard met</b></p> <p>Sunblinds, verandahs, porches, eaves, fascias, gutters, masonry chimneys, flues, pipes,</p>

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (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.		
	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	
<b>Decision Guidelines</b>	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.		
<b>Objectives</b>	Whether the wall abuts a side or rear lane.		
	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.		

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.04-2 Walls on boundaries objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B18</b>	<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"> <li>• For a length of more than the distance specified in the schedule to the zone; or</li> <li>• If no distance is specified in a schedule to the zone, for a length of more than: <ul style="list-style-type: none"> <li>- 10 metres plus 25 per cent of the remaining length of the boundary of an adjoining lot, or</li> <li>- 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.</li> </ul> </li> </ul> <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>The height of a new wall constructed on or within 200 mm of a side or rear boundary or a carport constructed on or within 1 metre of a side or rear boundary should not exceed an average of 3.2 metres with no part higher than 3.6 metres unless abutting a higher existing or simultaneously constructed wall.</p>	<p><b>Standard met</b> No walls on boundaries proposed</p> <p><b>Standard met</b> No walls on boundaries proposed</p> <p><b>Standard met</b> No walls on boundaries proposed</p> <p><b>Standard met</b> No walls on boundaries proposed</p>
<b>Decision Guidelines</b>	<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>	
<b>Objectives</b>	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.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.04-3 Daylight to existing windows objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B19</b>	<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><b>Diagram B2 Daylight to existing windows</b></p>	<p><b>Standard met</b> The proposed dwellings are well setback from existing habitable room windows</p> <p><b>Standard met</b> The proposed dwellings are well setback from existing habitable room windows</p>
<b>Decision Guidelines</b>	<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>	
<b>Objective</b>		

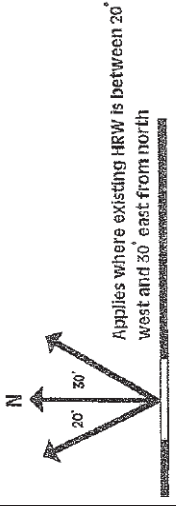


### 2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<p><b>Clause 55.04-4 North-facing windows objective</b></p> <p><b>Standard B20</b></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><b>Diagram B3 North-facing windows</b></p>	<p>✓ <b>Standard met</b></p> <p>No north facing windows within 3 metres of the boundary</p>
	<p><b>Diagram B3 North-facing windows</b></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>

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

	 <p>Applies where existing HRW is between 20° west and 30° east from north</p>	
<b>Decision Guidelines</b>	<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>	
<b>Objective</b>		

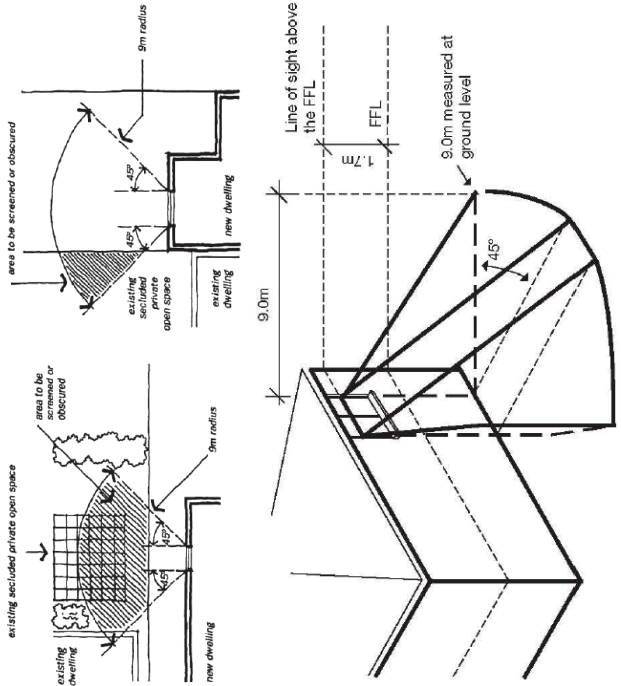
## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.04-5 Overshadowing open space objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B21</b>	<p>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.</p> <p>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.</p>	<p><b>Standard met</b></p> <p>The proposal would result in no additional overshadowing of existing secluded private open space.</p> <p><b>Standard met</b></p>
<b>Decision Guidelines</b>	<p>The design response.</p> <p>The impact on the amenity of existing dwellings.</p> <p>Existing sunlight penetration to the secluded private open space of the existing dwelling.</p> <p>The time of day that sunlight will be available to the secluded private open space of the existing dwelling.</p> <p>The effect of a reduction in sunlight on the existing use of the existing secluded private open space.</p>	
<b>Objective</b>	To ensure buildings do not significantly overshadow existing secluded private open space.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.04-6 Overlooking objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B22</b>	<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><b>Diagram B4 Overlooking open space</b></p> 	<p><b>Standard met</b></p> <p>North elevation</p> <p>Habitable room windows have been screened on the north to boundary to prevent overlooking into existing SPOS by providing obscure glazing in any part of the window below 1.7 metre above floor level.</p> <p>East elevation</p> <p>There are no east facing habitable room windows</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"> <li>• Offset a minimum of 1.5 metres from the edge of one window to the edge of the other.</li> <li>• Have sill heights of at least 1.7 metres above floor level.</li> </ul>	<p><b>Standard met</b></p> <p>As above</p>

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)**

	<ul style="list-style-type: none"> <li>Have fixed, obscure glazing in any part of the window below 1.7 metre above floor level.</li> <li>Have permanently fixed external screens to at least 1.7 metres above floor level and be no more than 25 per cent transparent.</li> </ul>	
	Obscure glazing in any part of the window below 1.7 metres above floor level may be openable provided that there are no direct views as specified in this standard.	✓ <b>Standard met</b>
	Screens used to obscure a view should be: <ul style="list-style-type: none"> <li>Perforated panels or trellis with a maximum of 25 per cent openings or solid translucent panels.</li> <li>Permanent, fixed and durable.</li> <li>Designed and coloured to blend in with the development.</li> </ul> The standard does not apply to a new habitable room window, balcony, terrace, deck or patio which faces a property boundary where there is a visual barrier at least 1.8 metres high and the floor level of the habitable room, balcony, terrace, deck or patio is less than 0.8 metres above ground level at the boundary.	<b>Not Applicable</b> Screens not proposed
<b>Decision Guidelines</b>		✓ <b>Standard met</b> At ground floor, the north and east boundaries are exempt from this standard as there is a minimum 1.8 metre boundary fence and finish floor level of the habitable rooms is less than 0.8 metres above ground level at the boundary. As such, the boundary fence will act as a visual barrier to overlooking.
	The design response.	
	The impact on the amenity of the secluded private open space or habitable room window.	
	The existing extent of overlooking into the secluded private open space and habitable room window of existing dwellings.	
<b>Objective</b>	The internal daylight to and amenity of the proposed dwelling or residential building.	
	To limit views into existing secluded private open space and habitable room windows.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (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.	<b>Standard met</b> No internal overlooking opportunities present.
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.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.04-8 Noise impacts objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B24</b>	Noise sources, such as mechanical plant, should not be located near bedrooms of immediately adjacent existing dwellings.	<b>✓ Standard met</b> No noise sources apparent.
	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.	<b>✓ Standard met</b> No noise sources immediately adjacent dwellings.
	Dwellings and residential buildings close to busy roads, railway lines or industry should be designed to limit noise levels in habitable rooms.	<b>✓ Standard met</b> No noise sources apparent.
<b>Decision Guidelines</b>	The design response.	
<b>Objectives</b>	To contain noise sources within development that may affect existing dwellings.	
	To protect residents from external noise.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.05-1 Accessibility objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B25</b>	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.	<b>✓ Standard met</b> The dwelling entries include a small step, easily accessible for people with limited mobility or made easily accessible if necessary. Amenities are provided at ground level.
<b>Objective</b>	To encourage the consideration of the needs of people with limited mobility in the design of developments.	



## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.05-2 Dwelling entry objective**

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.05-3 Daylight to new windows objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B27</b>	<p>A window in a habitable room should be located to face:</p> <ul style="list-style-type: none"> <li>• 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</li> <li>• A verandah provided it is open for at least on third of its perimeter, or</li> <li>• A carport provided it has two or more open sides and is open for at least on third of its perimeter.</li> </ul>	<p><b>Standard met</b>            Each window faces an outdoor space that complies with this standard</p>
<b>Decision Guidelines</b>	<p>The design response.</p> <p>Whether there are other windows in the habitable room which have access to daylight.</p>	
<b>Objective</b>	To allow adequate daylight into new habitable room windows.	

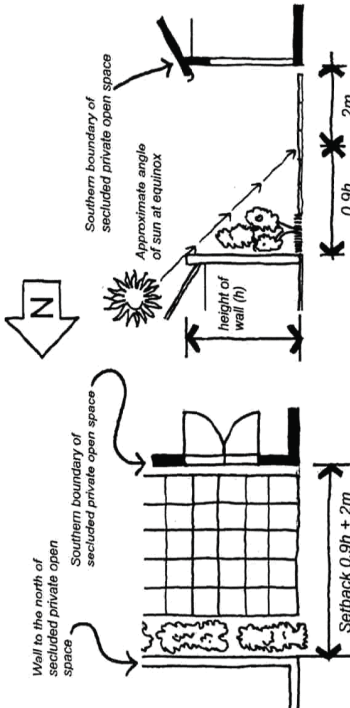
## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.05-4 Private open space objective**

Standards		Standard Met/Standard Not Met/NA
<b>Title &amp; Objective</b>		
<b>Standard B28</b>	<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><b>NRZ1:</b> "An area of 60 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 40 square metres with 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><b>Standard met</b></p> <p>Ground floor open spaces proposed</p> <p>Dwelling 1</p> <p>Total private open space: 216 square metres</p> <p>Secluded private open space: 69 square metres, including a minimum area of 53 square metres of secluded private open space to the side with a minimum dimension of 6.1 metres and convenient access to the main living area</p> <p>Dwelling 2</p> <p>Total private open space: 121 square metres</p> <p>Secluded private open space: 77 square metres, including a minimum area of 51 square metres of secluded private open space to the side with a minimum dimension of 5.1 metres and convenient access to the main living area</p> <p><b>Not Applicable - RGZ1 only</b></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"> <li>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</li> <li>A balcony of 8 square metres with a minimum width of 1.6 metres and convenient access from a living room, or</li> <li>A roof-top area of 10 square metres with a minimum width of 2 metres and convenient access from a living room.</li> </ul> <p>The balcony requirements in Clause 55.05-4 do not apply to an apartment development.</p>	
<b>Decision Guidelines</b>	<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>	
<b>Objective</b>	To provide adequate private open space for the reasonable recreation and service needs of residents.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.05-5 Solar access to open space objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B29</b>	<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 <math>(2 + 0.9h)</math> metres, where 'h' is the height of the wall.</p> <p><b>Diagram B5 Solar access to open space</b></p> 	<p><b>Standard met</b> The secluded private open space is located on the north side of the development</p> <p><b>Standard met</b> No wall to the north blocking sunlight to the secluded private open space</p>
<b>Decision Guidelines</b>	<p>The design response.</p> <p>The useability and amenity of the secluded private open space based on the sunlight it will receive.</p>	
<b>Objective</b>	<p>To allow solar access into the secluded private open space of new dwellings and residential buildings.</p>	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (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.	<b>✓ Standard met</b> Each dwelling has been provided with 6 cubic metre shed located in the rear SPOS.
Objective	To provide adequate storage facilities for each dwelling.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.06-1 Design detail objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B31</b>	<p>The design of buildings, including:</p> <ul style="list-style-type: none"> <li>• Façade articulation and detailing,</li> <li>• Window and door proportions,</li> <li>• Roof form, and</li> <li>• Verandahs, eaves and parapets,</li> </ul> <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><b>Standard met</b></p> <p>The dwellings incorporate an appropriate amount of articulation and detailing. A pitched roof form with eaves has been incorporated into the development, which is prevalent within the immediate area. The dwellings have been designed to be in keeping with both the existing and preferred neighbourhood character.</p>
<b>Decision Guidelines</b>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The effect on the visual bulk of the building and whether this is acceptable in the neighbourhood setting.</p> <p>Whether the design is innovative and of a high architectural standard.</p>	<p><b>Standard met</b></p> <p>Garages are located at the side of each dwelling and are recessed from the front walls if the dwelling.</p>
<b>Objective</b>	To encourage design detail that respects the existing or preferred neighbourhood character.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.06-2 Front fences objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA						
Standard B32	The design of front fences should complement the design of the dwelling or residential building and any front fences on adjoining properties.	✓ <b>Standard met</b> No front fence is proposed on either frontage						
	A front fence within 3 metres of a street should not exceed:	✓ <b>Standard met</b> No front fence is proposed on either frontage						
	• The maximum height specified in a schedule to the zone, or							
	<i>All schedules to all residential zones:</i>  <i>"Maximum 1.5 metre height in streets in Road Zone Category 1 1.2 metre maximum height for other streets"</i>							
	• If no maximum height is specified in a schedule to the zone, the maximum height specified in Table B3.							
	<b>Table B3 Maximum front fence height</b>							
	<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	
Street Context	Maximum front fence height							
Streets in a Road Zone, Category 1	2 metres							
Other streets	1.5 metres							
Decision Guidelines	Any relevant neighbourhood character objective, policy or statement set out in this scheme.							
	The design response.							
	The setback, height and appearance of front fences on adjacent properties.							
	The extent to which slope and retaining walls reduce the effective height of the front fence.							
	Whether the fence is needed to minimise noise intrusion.							
Objective	To encourage front fence design that respects the existing or preferred neighbourhood character.							

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.06-3 Common property objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B33	Developments should clearly delineate public, communal and private areas.	<b>✓ Standard met</b> No common property proposed and private spaces would be clearly delineated by built form, fencing or landscaping.
	Common property, where provided, should be functional and capable of efficient management.	<b>✓ Standard met</b> No common property proposed
Objectives	To ensure that communal open space, car parking, access areas and site facilities are practical, attractive and easily maintained. To avoid future management difficulties in areas of common ownership.	



## ORDINARY COUNCIL MEETING - AGENDA

**2.3.2 Town Planning Application - No. 165 Bakers Road, Dandenong North (Planning Application No. PLN20/0022) (Cont.)****Clause 55.06-4 Site services objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B34</b>	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
	Bin and recycling enclosures, mailboxes and other site facilities should be adequate in size, durable, waterproof and blend in with the development.	✓ Standard met
	Bin and recycling enclosures should be located for convenient access by residents.	✓ Standard met
	Mailboxes should be provided and located for convenient access as required by Australia Post.	✓ Standard met
<b>Decision Guidelines</b>	The design response.	
<b>Objectives</b>	To ensure that site services can be installed and easily maintained.	
	To ensure that site facilities are accessible, adequate and attractive.	

### **2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102)**

File Id:	302450 & 302455
Responsible Officer:	Director City Planning Design & Amenity
Attachments:	Submitted Plans Location of Objectors Clause 22.09 Assessment Clause 55 Assessment Clause 52.06 Assessment

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***The recommendation for this report does not contravene section 69 of the Local Government Act 2020, nor does it represent a significant decision under Council's Election Period (Caretaker) Policy.***

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#### Application Summary

Applicant:	Strait-Line Builders & Drafters
Proposal:	Development of the land for eight (8) dwellings (comprising of six double storey dwellings and two single storey dwellings)
Zone:	General Residential Zone – Schedule 1
Overlay:	Design and Development Overlay – Schedule 3
Ward:	Red Gum

The application proposes the development of the land for eight (8) dwellings (comprising of six double storey dwellings and two single storey dwellings).

A permit is required pursuant to Clause 32.08-6 of the Greater Dandenong Planning Scheme for the construction of two or more dwellings on a lot in the General Residential Zone.

This application has been brought to a Council meeting as it has received six (6) objections.

The plans have been amended under a Section 57a application and the revised plans include a larger ground floor area for Dwellings 3, 4, 5 and 6.

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**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

### **Objectors Summary**

The application was advertised to the surrounding area through the erection of notices 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:

- Overdevelopment of the site;
- Size of living areas too small;
- Size of private open space areas too small;
- Solar access and energy efficiency;
- Inappropriate response to character of the street;
- Poor design related to locations of internal doors;
- Access to backyards of Dwelling 7 and 8 for taking out bins;
- Insufficient parking on site;
- Size of visitor car space and car space for Dwelling 3;
- Increased traffic and parking within the street/loss of on-street car parking;
- Insufficient room on nature strip for rubbish bins on collection days;
- Impact on existing stormwater infrastructure in street.

### **Assessment Summary**

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 and is located within the Principal Public Transport Network area (PPTN).

The proposal seeks to provide a medium density development which is generally consistent with the emerging pattern of development and surrounding neighbourhood character. It is considered that the development is site responsive and would contribute positively to the surrounding area.

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*.

The proposed development of the land for eight (8) dwellings has been assessed against the relevant decision guidelines and is considered appropriate, subject to permit conditions.

### **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.

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Subject Site and Surrounds****Subject Site**

The subject site is two adjoining residential allotments located on the southern side of Grace Avenue, Dandenong.

- The two lots are rectangular in shape and result in a total frontage of 32.18 metres to Grace Avenue with a depth of 50.29 metres.
- Overall site area is 1,618 square metres.
- The existing single storey dwelling located at 12 Grace Avenue has a front setback of 15.0 metres from the street frontage. A detached garage and two sheds are located along both side boundaries and the rear boundary. Access to the site is via a single crossover adjacent to the eastern side of the site. In terms of topography, the site has a moderate slope towards the street frontage and contains a cluster of fruit trees within the south west corner along with non-significant trees and shrubs within the front setback.
- The existing single storey dwelling located at 14 Grace Avenue has a front setback of 10.6 metres from the street frontage. A detached carport and brick garage are located along the eastern boundary. Access to the site is via a single crossover adjacent to the eastern side of the site. In terms of topography, the site has a moderate slope towards the street frontage and contains a cluster of shrubs to the rear of the dwelling. A medium-sized street tree is located within the nature strip.

**Surrounding Area**

- The surrounding land within Grace Avenue and adjoining streets to the east and west are zoned General Residential Zone 1. Existing development within this immediate area consists of a mixture of single and double storey dwellings with older housing stock slowly being replaced with multi-dwelling developments predominately double storey in height.
- There are a number of medical centres located along Stud Road which is approximately 150m to the west of the subject site.
- To the south (approx. 60m on southern side of Herbert Street) the zoning changes to General Residential Zone 3 and contains a number of multi-unit developments which are double storey in height.
- To the southwest (approx. 150m on western side of Stud Road) the zoning changes to Residential Growth Zone 2 and contains a number of multi-unit developments which are double and triple storey in height.
- To the south west (approx. 500m) the zoning changes to Comprehensive Development Zone 2 and consists of a mixture of commercial and residential purposes.
- The built form of the surrounding area generally consists of the use of brick, render and weatherboard for external materials, informal landscaping within front setbacks and rear yards, garages and outbuildings provided with minimal setbacks from side and/or rear boundaries, as well as multi-unit developments having minimal setbacks from side and rear boundaries.
- Robert Booth Reserve is located approximately 475m to the south west of the subject site.

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

- Bus route 901 between Frankston and Melbourne Airport runs along Stud Road and is located approximately 190m to the west of the subject site.
- Bus route 862 between Chadstone Shopping Centre and Dandenong runs along Ross Street and is located approximately 400m to the east of the subject site.
- The Dandenong train station is located approximately 1450 metres towards the south west of the site.

**Locality Plan****Background****Previous Applications**

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

Planning application PLN12/0799 was for a three-storey building containing twenty-seven (27) dwellings with basement car parking over both lots. A refusal was issued on 17/01/2014.

**Subject Application****Proposal**

The application proposes the development of six (6) double storey dwellings and two (2) single storey dwellings located to the rear of the site over both lots.

The details of the proposal are as follows:

Type of proposal	Multi-dwelling development
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**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

Number of dwellings	Eight (8) dwellings
Levels	Dwellings 1-6 are double storey, Dwelling 7 and 8 are single storey
Height	Maximum height of 7.6 metres
Orientated to	Dwelling 1 and 2 are orientated towards Grace Avenue, remaining dwellings orientated towards shared driveway
External materials	Ground floor: Face brickwork and render First floor: Vertical woodgrain cladding and render
Setbacks	North (front): 7.5 metres minimum setback East (side): 1.0 metre minimum setback and walls on boundaries South (rear): 1.4 metres minimum setback West (side): 1.0 metre minimum setback and walls on boundaries
Private open space type	Ground floor private open space for each dwelling.  <u>Dwelling 1:</u> Total POS: 34sqm plus 100sqm of front yard, SPOS: 30sqm with minimum dimension of 5.0m and convenient access to SPOS from living area.  <u>Dwelling 2:</u> Total POS: 34sqm plus 100sqm of front yard, SPOS: 30sqm with minimum dimension of 5.0m and convenient access to SPOS from living area.  <u>Dwelling 3:</u> Total POS: 52sqm, SPOS: 33sqm with minimum dimension of 5.4m and convenient access to SPOS from living area.  <u>Dwelling 4:</u> Total POS: 52sqm, SPOS: 33sqm with minimum dimension of 5.4m and convenient access to SPOS from living area.  <u>Dwelling 5:</u> Total POS: 50sqm, SPOS: 40sqm with minimum dimension of 6.0m and convenient access to SPOS from living area.  <u>Dwelling 6:</u> Total POS: 50sqm, SPOS: 40sqm with minimum dimension of 6.0m and convenient access to SPOS from living area.



**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

	<p><u>Dwelling 7</u>: Total POS: 56sqm, SPOS: 31sqm with minimum dimension of 5.1m and convenient access to SPOS from living area.</p> <p><u>Dwelling 8</u>: Total POS: 56sqm, SPOS: 31sqm with minimum dimension of 5.1m and convenient access to the living area.</p>
Number of bedrooms per dwelling	<p>Dwellings 1, 2 and 3 to each have three bedrooms.</p> <p>Dwellings 4, 5, 6, 7 and 8 to each have two bedrooms.</p>
Number of car parking spaces required	<p>One (1) car parking space required for each one or two bedroom dwelling.</p> <p>Two (2) car parking spaces required for each three or more bedroom dwelling.</p> <p>A total of eleven (11) car parking spaces are required for the dwellings.</p>
Number of car parking spaces provided	A total of twelve (12) car parking spaces are provided for the development with eleven (11) car spaces for the dwellings and one (1) visitor car space provided.
Type of car parking	<p>Dwellings 1 and 2 are provided with a single garage and tandem car space.</p> <p>Dwelling 3 is provided with a single garage and open car space.</p> <p>Dwellings 4, 5, 6, 7 and 8 are each provided with a single garage.</p> <p>The visitor car space is located between Dwelling 2 and the garage of Dwelling 4.</p>
Access	Three crossovers are proposed to be connected to Grace Avenue. A new single width crossover is to be located to the northwest corner of the lot to be utilised by Dwelling 2. The existing single width crossover for 12 Grace Avenue will be realigned and will be located through the middle of the combined lot to be utilised by Dwellings 3-8. The existing single width crossover for 14 Grace Avenue is to be retained which is located to the northeast corner of the combined lot to be utilised by Dwelling 1.
Front fence	No front fence is proposed.
Garden area required	566.3 square metres or 35%
Garden area provided	566.7 square metres or 35.03%

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**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

*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:

- Under Clause 32.08-6 (General Residential Zone) to construct two (2) or more dwellings on a lot.

The relevant controls and policies are as follows:

**Zoning Controls**

The subject site is located in a General Residential Zone – Schedule 1, as is the surrounding area.

The purpose of the General Residential Zone outlined at Clause 32.08 is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To encourage development that respects the neighbourhood character of the area.*
- *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 serve local community needs in appropriate locations.*

Pursuant to Clause 32.08-6 a permit is required to construct two or more dwellings on a lot. The development must also provide a minimum garden area of 35% pursuant to Clause 32.08-4 as the combined lot exceeds 650 square metres.

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%;
- 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



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**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

area of 10 square metres with a minimum width of 2 metres and convenient access from a living room; or a rooftop area of 10 square metres with a minimum width of 2.0 metres and convenient access from a living room; and

- 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**

The subject site is located in Design and Development Overlay – Schedule 3, as is the surrounding area.

The purpose of the Design and Development Overlay outlined at Clause 43.02 is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To identify areas which are affected by specific requirements relating to the design and built form of new development.*

Design and Development Overlay Schedule 3 relates to Dandenong Hospital Flight Path Protection. Pursuant to Point 2.0 of the Schedule, planning approval is not required to construct a building or to carry out works for buildings which are above 62.9m to Australian Height Datum. As the maximum height of the development is 7.6m, planning approval under the Design and Development Overlay – Schedule 3 are not required.

**Planning Policy Framework**

The **Operation of the Planning Policy Framework** outlined at Clause 71.02 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 these objectives, there are a number of more specific objectives contained within the Planning Policy Framework that need to be considered under this application.

**State Planning Policy Framework**

**Clause 11 Settlement**

**Clause 11 (Settlement)** encourages planning to facilitate sustainable development that takes full advantage of existing settlement patterns and investment in transport, utility, social, community and commercial infrastructure and services. It also encourages planning to contribute towards diversity of choice, energy efficiency, a high standard of urban design and amenity, and land use and transport integration.

Further guidance is provided by **Clause 11.01-1S (Settlement)**, which seeks to promote the sustainable growth and development of Victoria and deliver choice and opportunity for all Victorians through a network of settlements. It includes strategies to develop compact urban areas that are based around existing or planned activity centres to maximise accessibility to facilities and services.

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**Clause 15 Built Environment and Heritage

**Clause 15 (Built Environment and Heritage)** states that planning is to recognise the role of urban design, building design, heritage and energy and resource efficiency in delivering liveable and sustainable cities, towns and neighbourhoods.

It adds that planning should ensure all land use and development appropriately responds to its surrounding landscape and character, valued built form and cultural context. Planning should promote development that is environmentally sustainable and should minimise detrimental impacts on the built and natural environment.

According to the clause, 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.*

These overall objectives are reinforced by a number of sub-clauses, including **Clause 15.01-1S (Urban design)** and **Clause 15.01-1R (Urban design – Metropolitan Melbourne)**, which seek to create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity.

**Clause 15.01-2S (Building design)** aims to achieve building design outcomes that contribute positively to the local context and enhance the public realm, while **Clause 15.01-5S (Neighbourhood character)** has an objective to recognise, support and protect neighbourhood character, cultural identity, and sense of place.

**Clause 15.01-4S (Healthy neighbourhoods)** has an objective to achieve neighbourhoods that foster healthy and active living and community wellbeing. **Clause 15.01-4R (Healthy neighbourhoods - Metropolitan Melbourne)** reinforces this, with a strategy to create a city of 20 minute neighbourhoods that give people the ability to meet most of their everyday needs within a 20 minute walk, cycle or local public transport trip from their home.

Sustainability is promoted by **Clause 15.02-1S (Energy and resource efficiency)**, which seeks to encourage land use and development that is energy and resource efficient, supports a cooler environment and minimises greenhouse gas emissions.

Clause 16 Housing

**Clause 16 (Housing)** contains three key objectives, which can be summarised as relating to housing diversity, sustainability of housing and the provision of land for affordable housing.

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**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

These objectives are reinforced by a number of sub-clauses, including **Clause 16.01-1S (Integrated housing)**, which seeks to promote a housing market that meets community needs, and **Clause 16.01-1R (Integrated housing - Metropolitan Melbourne)**, which has a strategy to allow for a range of minimal, incremental and high change residential areas that balance the need to protect valued areas with the need to ensure choice and growth in housing.

**Clause 16.01-2S (Location of residential development)** promotes new housing in designated locations that offer good access to jobs, services and transport, while **Clause 16.01-2R (Housing opportunity areas - Metropolitan Melbourne)** seeks to facilitate increased housing in established areas to create a city of 20-minute neighbourhoods close to existing services, jobs, public transport and with appropriate infrastructure

Clause 18 Transport

**Clause 18.01-1S (Land use and transport planning)** has a strategy to plan urban development to make jobs and community services more accessible by ensuring access is provided to developments in accordance with forecast demand, taking advantage of all available modes of transport and to minimise adverse impacts on existing transport networks and the amenity of surrounding areas.

**Local Planning Policy Framework**

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 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.

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**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

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.*
- *Respect 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.*
  - *Encourage development to incorporate sustainable design elements that enhance occupant comfort and environmental performance.*

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (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.*



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**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

- *To ensure that residential development uses innovative, responsive and functional siting and design solutions that:*
  - *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 22.09-3.4 (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;*

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (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.*

*An assessment against Clause 22.09 is included as Attachment 3.*

**Particular Provisions****Clause 52.06 Car Parking**

**Clause 52.06 (Car Parking)** 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.*

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.

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**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

The table at Clause 52.06-5 outlines the car parking rates for dwellings as follows:

- One (1) car parking space to each one (1) or two (2) bedroom dwelling; and
- Two (2) car parking spaces to each three (3) or more bedroom dwelling;
- One (1) visitor car space is required for visitors to every five (5) dwellings for developments of (5) or more dwellings (*not required to be provided when the site is located within the PPTN*).

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.

*An assessment against Clause 52.06 is included as Attachment 5.*

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

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 Municipal Planning Strategy and the Planning Policy Framework.*
- *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 specifies 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.

*An assessment against Clause 55 is included as Attachment 4.*

**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.



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**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (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.

The applicant has provided consent from South East Water to construct in proximity to the sewer pipe which is located to the rear of the property.

**Internal**

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

Asset Planning	No objections, subject to conditions on permit
Civil Development	No objections, subject to conditions on permit
ESD	No objections, subject to conditions on permit
Transport Planning	No objections, subject to conditions on permit
Waste	No objections, no conditions

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****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 and surrounding land.
- Placing two (2) signs on site facing Grace Avenue.

The notification has been carried out correctly.

Council has received six (6) objections to date.

*The location of the objectors is shown in Attachment 2.*

**Consultation**

The application received six (6) objections which meets the threshold to conduct a consultative meeting. However due to the current COVID-19 pandemic, consultative meetings were not held to ensure compliance with State and Federal Government guidelines.

**Summary of Grounds of Submissions/Objections**

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

**■ Overdevelopment of the site:**

*The proposed development is for the construction of eight dwellings over two adjoining lots which is consistent with Clause 22.09 Residential Development and Neighbourhood Character Policy for a site located within an Incremental Change Area. There is an emerging composition of multi-unit developments in the immediate surrounding area including within Grace Avenue but particularly to the south of the subject site along Herbert Street. The development accommodates each dwelling with an appropriate response to, among many, setbacks, private open space and site coverage as the requirements of Standard B8 – Site Coverage (Clause 55.05-3), Standard B17 – Side & Rear Setbacks (Clause 55.04-1) and Standard B28 – Private Open Space (Clause 55.05-4) under Clause 55 have been met. Therefore, it is considered that the proposal would not result in an overdevelopment of the site.*

**■ Size of living areas too small:**

*The applicant has revised the ground floor areas of Dwellings 3, 4, 5 and 6 to provide larger living areas in response to this issue which was raised by several objectors. Although there are no specific requirements that outline a size for a living area for this type of development, the requirements listed under Clause 55.07-12 – Functional Layout for apartment development can be utilised as a guide. Living areas (excluding kitchen and dining areas) should have a minimum dimension of 3.6 metres and an overall size of 12 square metres for dwellings with two or more bedrooms which is applicable for all proposed dwellings within this development. The living areas for Dwellings 1, 2, 5, 6, 7 and 8 have a minimum dimension between 3.6 metres and 4.0 metres with overall sizes of 15 or 16 square metres which exceeds these requirements. The*

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

*living areas of Dwellings 3, 4, 5 and 6 have been increased to each have a minimum dimension of 3.6 metres and overall area of 12.96 square metres would be provided. The size of the open plan, kitchen, living and dining area for each of the dwellings are considered appropriate to provide sufficient space to accommodate a dining table, couch and associated furniture for future residents.*

■ **Size of private open space areas too small:**

*Each dwelling has been provided with a secluded private open space area with a minimum size of 30 square metres and a minimum dimension of 5.0 metres. Dwellings 1 and 2 have been provided with a rear private open space area of 34sqm, plus the front yard, and the remaining dwellings are provided with an overall rear private open space area of 50 square metres or greater. Each dwelling within the development is provided with a private open space area which meets the requirements of Standard B28 – Private Open Space (Clause 55.05-4) and an appropriate area of private open space to be utilised for future residents has been provided.*

■ **Solar access and energy efficiency:**

*The development has been assessed against the requirements of Standard B10 – Energy Efficiency (Clause 55.03-5), Standard B27 – Daylight to New Windows (Clause 55.05-3) and Standard B29 – Solar Access to Private Open Space (Clause 55.05-5) and meets these requirements through the provision of suitable setbacks from boundaries, sufficient solar access to each private open space area and new windows, as well as the inclusion of north-facing windows where possible.*

■ **Inappropriate response to character of the street:**

*The proposed development has appropriately responded to the existing and preferred future neighbourhood character through use of boundary setbacks at both ground and first floor, building height, landscaping opportunities and proposed external colours and materials which are reflective of other existing single dwellings within the immediate area, as well as other multi-unit developments. The development has also been assessed against the provisions of Clause 22.09 – Residential Development and Neighbourhood Character Policy and the proposal complies with this policy. Therefore, the proposal is considered to be an acceptable response for this site.*

■ **Poor design related to locations of internal doors:**

*The location of internal doors and whether they may cause a hazard for future residents is not a planning concern and cannot be taken into consideration for assessment of the proposal.*

■ **Access to backyards of Dwelling 7 and 8 for taking out bins:**

*The garages for Dwelling 7 and 8 are open at the rear which would enable easy access for residents when taking out/in bins for collection.*

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****■ Insufficient parking on site:**

*As Dwelling 1 and 2 are provided with four bedrooms and Dwelling 3 is provided with three bedrooms two car spaces are required to be provided for each of these dwellings. The remaining dwellings are provided with two bedrooms which requires only one car spaces to be provided making a total of eleven car spaces required. Each dwelling has been provided with the required number of car spaces. The development has also been provided with one visitor car space although it is not required to be provided under Column 1 of the table under Clause 52.06-5 as the site is located within the Principal Public Transport Network (PPTN). Therefore, the number of car spaces proposed for the development exceeds the number required under Clause 52.06.*

**■ Size of visitor car space and car space for Dwelling 3:**

*The application has been referred to Council's Transport Planning Unit who have confirmed that the size of the visitor car space and the uncovered car space for Dwelling 3 meet Design Standard 2 – Car Parking Spaces under Clause 52.06. As such, this is considered appropriate.*

**■ Increased traffic and parking within the street/loss of on-street parking:**

*As discussed above, the proposal exceeds the car parking requirements of Clause 52.06 which includes the provision of a car space to be utilised by visitors to the site. There are no further provisions under the Planning Scheme to require additional car spaces to be provided for a development.*

*While the increase from two dwellings to eight dwellings on the combined subject site may generate a higher rate of traffic within the local area, it is not expected to create significant issues for traffic and parking within the area. There are two bus routes within easy walking distance for residents and each dwelling is provided with a bicycle storage area as an alternative to using a car.*

*Access to the combined site will be via three single crossovers which is one additional crossover than currently exists, as each lot is currently provided with a single crossover. The addition of another crossover within Grace Avenue may result in the loss of one on-street car parking space but it is expected that this will have minimal impact on existing parking within the street particularly as a visitor car space has been provided for the development.*

*The application was assessed by Council's Transport Planning Unit who did not raise concerns regarding any loss of on-street parking caused by the development.*

**■ Insufficient room on nature strip for rubbish bins on collection days:**

*The development would have available space of approximately 22 metres (excluding the crossovers) within the frontage of the site which is considered sufficient to contain the expected bins for the dwellings. The application has been referred to Council's Waste & Cleansing Services Unit with no objection raised to kerbside collection for the development.*

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

- **Impact on existing stormwater infrastructure in street:**

*The proposed development will include a 2000 litre rainwater tank for each dwelling which will assist in collecting rainwater from the roof of the dwellings and reduce the amount of rainwater going into the stormwater system. The development also meets the requirements of Standard B9 – Permeability (Clause 55.03-4) which will enable on-site stormwater infiltration and reduce the impact of any increase in stormwater into the existing drainage network.*

**Assessment**

The subject site is located within an established residential area and is well suited for medium density housing given that the site is located within easy walking distance of community facilities and public transport options and is located within the Principal Public Transport Network.

The design of the dwellings is in keeping with the neighbourhood character and the first floor setbacks and separation between dwellings limit visual bulk impacts on adjacent properties and on the streetscape. The development is for eight dwellings comprising of six double storey dwellings with the two rear dwellings being single storey, which is consistent with the preferred neighbourhood character of the area as identified under Clause 22.09.

As required by the residential zone that applies to this site, the proposed development has been assessed against the following provisions of the planning scheme:

- Clause 55 (full assessment attached as Attachment 4) as well as Schedule 1 to the General Residential Zone;
- Clause 52.06 (full assessment attached as Attachment 5); and
- Clause 22.09 (full assessment attached as Attachment 3).

The proposal complies with all requirements of these clauses except in the instances detailed below, where variations or conditions are required.

**Use**

As outlined in Clause 32.08-2 (General Residential Zone), a dwelling is listed as a Section 1 use, and a planning permit is not required for the use of the proposal. However, a planning permit is required for the buildings and works, which is discussed below.

**Development****Planning Policy Framework / Local Planning Policy Framework**

In considering the Planning Policy Framework and the Local Planning Policy Framework, Council can establish that an acceptable proposal will be guided by:

- Clause 55 *Two or more dwellings on a lot; and*
- Clause 22.09 *Residential Development and Neighbourhood Character.*

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

Each of these Clauses ensure that Council facilitates the orderly development of urban areas, which is a specific objective of Clause 11.02 Settlement.

The objectives of Clause 15.01-1S Urban Design, Clause 15.01-2S Building Design 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 proposed design response respects the preferred neighbourhood character of the incremental change area by providing a medium density housing typology.

The design of the dwellings are considered in keeping with the neighbourhood character by way of first floor setbacks, separation between dwellings, and capacity for landscaping and canopy tree planting throughout the site.

The proposal is located within an area subject to incremental change as demonstrated by the approval of recent double and single storey detached dwellings of a similar scale and massing located within the surrounding residential area. The proposal's compliance with Clause 22.09 and Clause 55 (subject to conditions) 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.

**Clause 22.09 – Residential Development and Neighbourhood Character Policy**

An assessment against the design principles of Clause 22.09 is included at Attachment 3 of this report. This proposal provides a design response which is consistent with the preferred character envisaged by Clause 22.09, except in the following instances under Clause 22.09-3.1:

**Landscaping**

Relevant Design Principle:

- ***Use landscaping to soften the appearance of the built form when viewed from the street and to respect the amenity of adjoining properties.***

The landscape plan provided shows a number of shrubs and a canopy tree for the front yards of Dwelling 1 and 2. As the development proposes to provide three accessways and tandem car spaces for Dwelling 1 and 2 within the front setback, additional planting will be required to assist in soften the built form and associated car parking. If a permit is granted, a second canopy tree could be required as a condition of the permit to be planted within the front yards of Dwelling 1 and 2, in conjunction with the planting already shown on the submitted landscape plan. This will provide a more appropriate landscaping response which will soften the built form and car parking elements of the development.



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**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

**Car Parking**

Relevant Design Principles:

- The existing level of on-street car parking should be maintained by avoiding second crossovers on allotments with frontage widths less than 17 metres.
- On-site car parking should be:
  - *Well integrated into the design of the building;*
  - *Generally hidden from view or appropriately screened where necessary;*
  - *Located to the site or rear of the site so as to not dominate the streetscape and to maximise soft landscaping opportunities at ground level.*

The proposal includes the provision of three accessways for the development and the garage and tandem car space for Dwelling 1 and 2 located to the front of the site. This design element results in three crossovers proposed on a combined lot width of 32.1 metres. The provision of three crossovers is likely to result in the loss of one on-street car space. However, as there is an additional visitor parking space provided on-site, The site is located in the PPTN and in terms of the Victoria Planning Provisions doesn't require an onsite car space, it is considered to be an acceptable outcome in this site context.

The location of the two garages and tandem car spaces is not an unusual design element in the surrounding area. This is evident at No. 5, 25 and 27 Grace Avenue having a garage or carport which is aligned with the dwelling façade.

As detailed above, the landscape plan can be enhanced to provide additional vegetation, including canopy planting, which will ensure the development blends well into the surrounding area.

**Clause 55 – Two or more Dwellings on a lot and Residential Buildings**

A Clause 55 Assessment is attached to this report at Attachment 5. Standards that warrant further consideration are discussed as follows:

**Clause 55.03-9 – Access objective (Standard B14)**

Relevant objective:

- *The location of crossovers should maximize retention of on-street car parking spaces.*

The provision of three crossovers for the development will likely result in the loss of one on-street parking space. It is considered that the loss of one on-street parking space is unlikely to have a significant impact on the availability of on-street parking along Grace Avenue which does not have any parking restrictions. Furthermore, the proposal includes an additional on-site visitor parking space that would offset any potential loss of on-street parking. The application was also referred to Council's Transport Unit who did not identify any concerns with the loss of any on-street parking for the area.

### 2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)

#### Environmentally Sustainable Development

The proposal complies with the requirements of Clause 22.06 by providing a Sustainable Design Assessment (SDA), a Built Environment Sustainability Scorecard (BESS) and a Stormwater Calculation, all completed by qualified professionals.

The provided BESS score complies with a score of 50% for best practice encompassing the full life of the build and identifying the methods used for the best environmental performance outcome. Having regard to the sites opportunities and restraints, the proposal has included the necessary water tanks, and roof catchment areas, sufficient energy star ratings for fixtures, heating and cooling systems and the addition of double glazed habitable room windows.

The referral response from Council's ESD department identified that the submitted plans and the SDA had some minor inconsistencies related to the capacity and connection of the rainwater tanks. Conditions have been included to require these details on the plans to be updated, as well as relevant notations to be updated as required.

<b>BESS Information Summary</b>  <b>Dwelling Type:</b> <b>Non-residential</b>		<b>Project Overall Score: 50%</b>		
		<b>Fail</b>	<b>Best Practice</b>	<b>Design Excellence</b>
		<b>(&lt;49%)</b>	<b>(50-69%)</b>	<b>(&gt;70%)</b>
<b>BESS Category</b>	<b>Score</b>	<b>Initiatives</b>		
<b>Management</b>	0%			
<b>Water</b>	67%			
		Rainwater tank capacity of 2,500L per dwelling connected to: Landscape irrigation, Toilet flushing, Laundry Use		
		High WELS star rated water fittings, fixtures and appliances		
		Potable water consumption reduced by 40% compared to same building following minimum standards.		
<b>Energy</b>	50%			
		High efficiency reverse cycle air conditioning specified with 4 star energy rating.		



**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

		High efficiency 6 star gas instantaneous hot water system specified.
		Estimated greenhouse gas emissions reduced by 65% compared to compared to same building following minimum standards
<b>Stormwater</b>	100%	
		Stormwater design meets industry best practice requirements though incorporation of rainwater collection and re-use and raingardens
<b>Indoor Environment Quality</b>	60%	
		Double glazing specified to all habitable room windows
		Natural cross ventilation achieved for all dwellings
<b>Transport</b>	33%	
		Dwelling space caters for bicycle parking storage
<b>Waste</b>	50%	
		Onsite compost bins included for each dwelling P.O.S and on plans.
<b>Urban Ecology</b>	38%	
		Landscaping specified for 20% of the site.
<b>Innovation</b>	0%	

**Conclusion**

The proposal is generally consistent with the provisions of the Greater Dandenong Planning Scheme, including the zoning requirements, local policy direction, application of Clauses 22.09, 52.06 and 55, and the decision guidelines of Clause 65.

**Recommendation**

**That Council resolves to issue a Notice of Decision to grant a permit in respect of the land known and described as 12 & 14 Grace Avenue, Dandenong VIC 3175 (Lot 2 & Lot 3 LP 43926) for the purpose of 'the development of the land for eight (8) dwellings (comprising of six double storey dwellings and two single storey dwellings) in accordance with the plans submitted with the application subject to the following conditions:) for the purpose of 'the development of**

**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

the land for eight (8) dwellings (comprising of six double storey dwellings and two single storey dwellings) in accordance with the plans submitted with the application subject to the following conditions:

1. Before the development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The amended plans must be drawn to scale with dimensions and 3 copies must be provided. The amended plans must be generally in accordance with the plans submitted and assessed with the application but modified to show:
  - 1.1. The crossover for Dwelling 1 aligned with the driveway;
  - 1.2. Revised specification on the rainwater tank capacity to 2,500L as per the Sustainable Design Assessment.
  - 1.3. Annotation on the plans specifying the connection of the rainwater tank to toilets and cold-water laundry supply as per the Sustainable Design Assessment.
  - 1.4. Corrections to the Sustainable Design Assessment annotations on the plans where appropriate.
  - 1.5. Landscape plan in accordance with Condition 2.

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

2. Before the approved development starts, and before any trees or vegetation are removed, an amended landscape plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The amended 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 3 copies must be provided. The amended landscape plan must be generally in accordance with the landscape plan 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 1:100/200, 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. Details of the proposed layout, type and height of fencing;

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

- 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. A plant schedule giving a description of botanical name, common name, mature height and spread, pot size, purchase height (if a tree) and individual plant quantities;**
- 2.6. At least two (2) advanced canopy trees with a minimum planting height of 1.5 metres within the front yard of Dwelling 1 and 2;**
- 2.7. At least one (1) advanced canopy trees with a minimum planting height of 1.5 metres within the rear secluded open space areas of each dwelling;**
- 2.8. Any paving or deck areas within the secluded open space area of the proposed dwelling on a permeable base.**

**When approved, the amended 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. Prior to construction of the development, the applicant is to submit a revised Sustainable Design Assessment (SDA) to the satisfaction of the Responsible Authority. The revised SDA must be in accordance with the design initiatives and recommendations specified in the SDA (prepared by Frater, 12-14 Grace Avenue Dandenong, dated 20/05/2020) but modified to include:**
  - 5.1. A revised BESS assessment, energy section that includes the revised energy rating inputs.**

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

**5.2. Submission of a preliminary energy rating (NatHERS) for a sample of dwellings representative of each dwelling type on the site. The sample energy rating must achieve an energy over 6 stars per sampled dwelling.**

- 6. The provisions, recommendations and requirements of the revised SDA must be implemented and complied with to the satisfaction of the Responsible Authority. The documentation must not be altered without the prior written consent of the Responsible Authority.**
- 7. An outfall drainage is to be constructed from the development site and connected into the Council pit at property 18 Grace Avenue, Dandenong.**
- 8. The property is identified to be subject to flooding in major rain events. An application for Report and Consent for Flooding is required. Infrastructure Planning is to be contacted to confirm the minimum finished floor level (FFL) of the proposed development.**
- 9. Provision must be made for the drainage of the site including landscaped and pavement areas, all to the satisfaction of the Responsible Authority.**
- 10. The connection of the internal drainage infrastructure to the Legal Point of Discharge must be to the satisfaction of the Responsible Authority.**
- 11. 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.**

**Prior to the drainage plans being approved, a drainage approval fee will need to be paid.**
- 12. Before the approved building is occupied, all piping and ducting above the ground floor storey of the building, except downpipes, must be concealed to the satisfaction of the Responsible Authority**
- 13. Access to the site and any associated roadwork must be constructed, all to the satisfaction of the Responsible Authority. All existing vehicle crossing will need to be removed and reinstate with kerb in accordance with Council Standards.**
- 14. Any works undertaken within the road reservation and easements will require the developer to obtain a Civil Works Permit from Council.**
- 15. Prior to works commencing the developer will need to obtain an Asset Protection Permit from Council.**

**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

16. Except with the prior written consent of the Responsible Authority, floor levels shown on the endorsed plan/s must not be altered or modified.
17. Letterboxes and all other structures (including visually obstructive fencing and landscaping) to be constructed to a maximum height of 900mm or relocated clear of a splayed area (2m x 2.5m) along the frontage road at access points in accordance with Dandenong Planning Scheme Clause 52.06-9.
18. A flood dispensation is to be obtained prior to issue of Building Permit.
19. Before the approved building is 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.
20. Before the approved building is 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.
21. All glazing must at all times be maintained to the satisfaction of the Responsible Authority.
22. Before the approved building is occupied, all boundary walls in the development must be constructed, cleaned and finished to the satisfaction of the Responsible Authority.
23. This permit will expire if:-
  - 23.1. The development or any stage of it does not start within two (2) years of the date of this permit, or
  - 23.2. The development or any stage of it is not completed within four (4) years of the date of this permit.

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

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:

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

**(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.**
- **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.**
- **The above property is subject to uncontrolled overland flow across the frontage of the property.**
- **The minimum finished floor level of the proposed development are as follows:**
  - Dwelling 1 37.60m**
  - Dwelling 2 37.80m**
  - Dwelling 3 37.90m**

**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

**Dwelling 4 38.20m**

**Dwelling 5 38.10m**

**Dwelling 6 38.30m**

**Dwelling 7 38.60m**

**Dwelling 8 38.35m**

**All levels are to AHD.**

**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION – NOS. 12 & 14 GRACE AVENUE,  
DANDENONG (PLANNING APPLICATION PLN20/0102)**

**ATTACHMENT 1**

**SUBMITTED PLANS**

**PAGES 9 (including cover)**

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



### 2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)

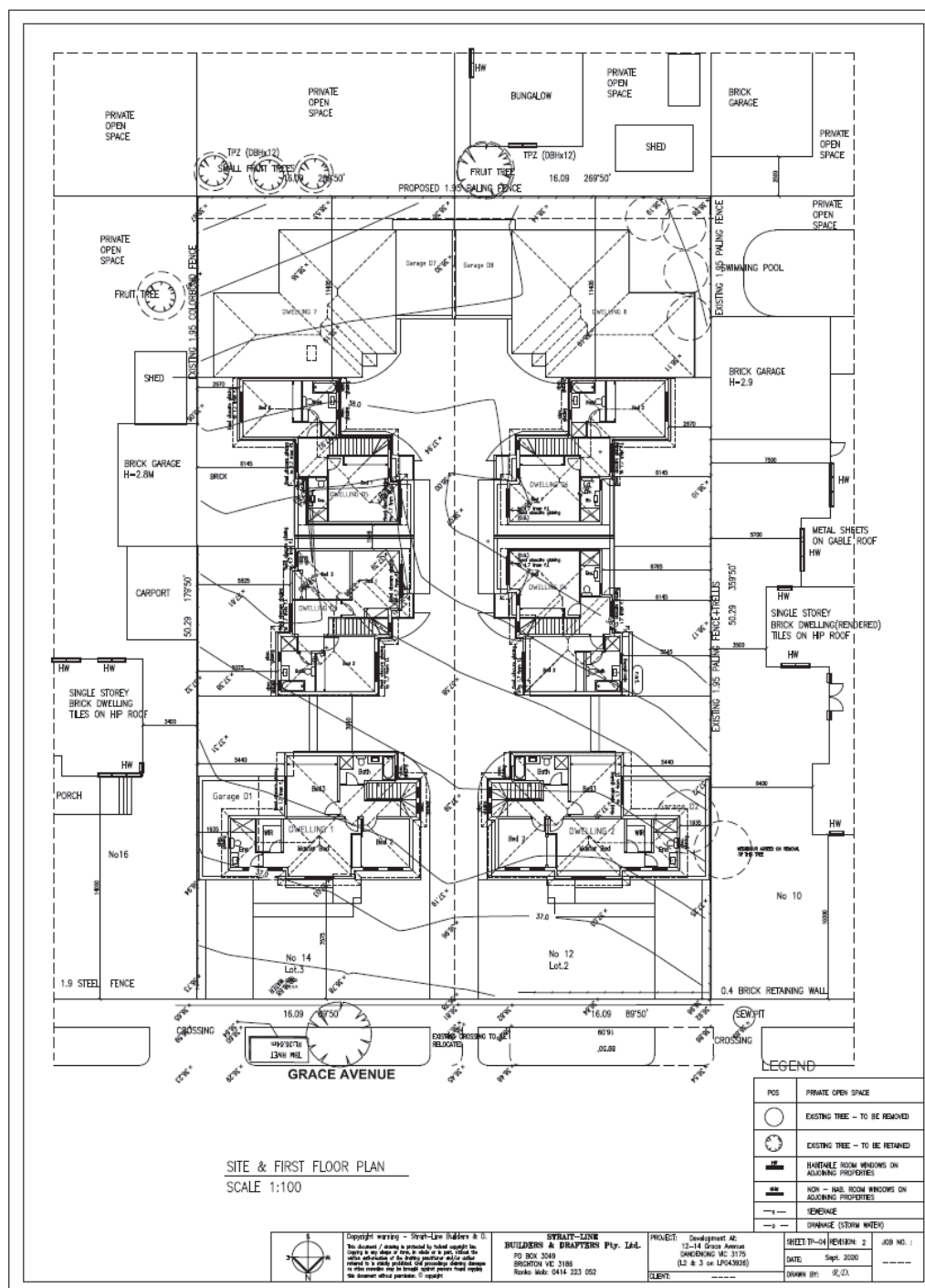




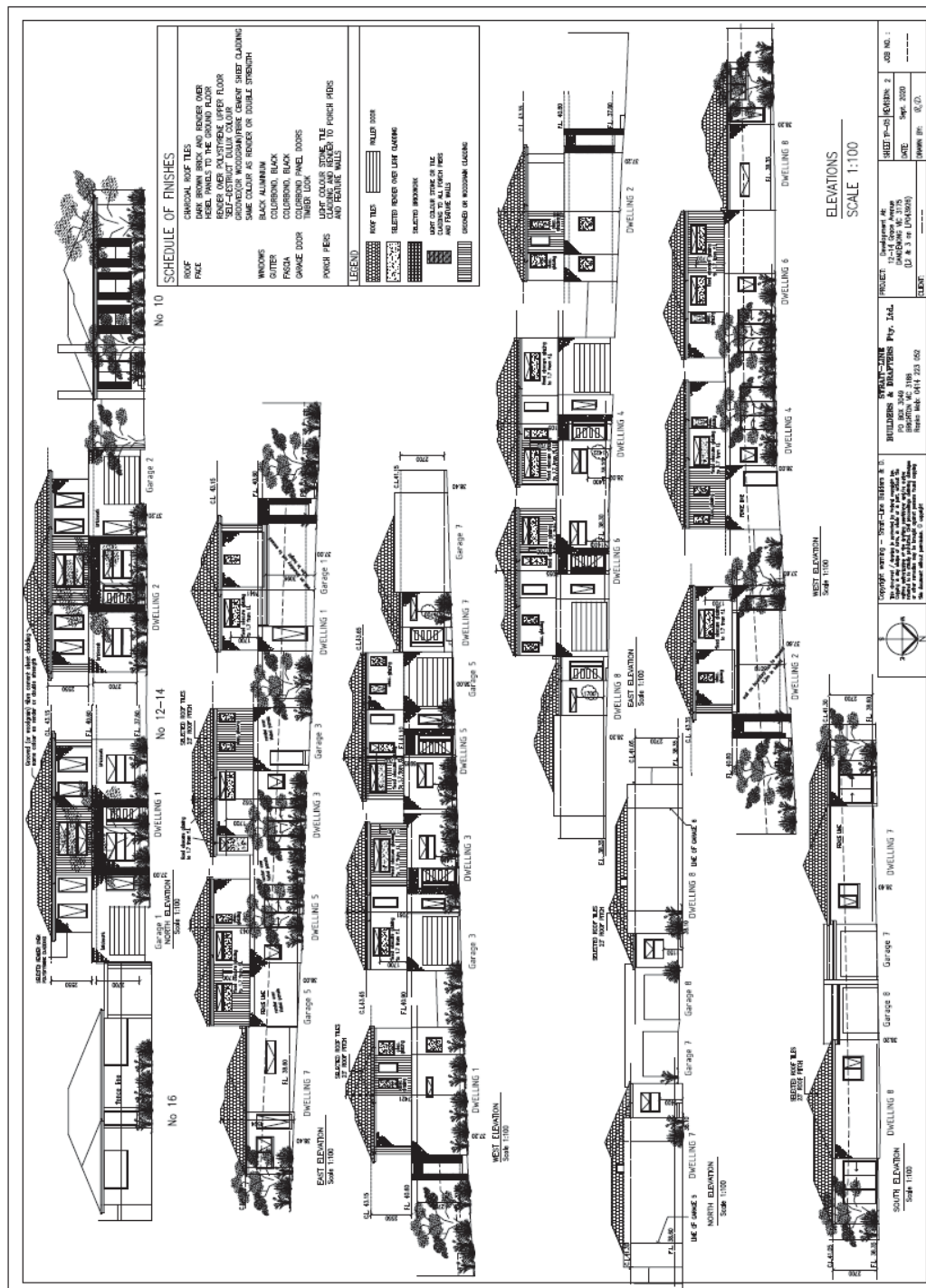
### 2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)



## ORDINARY COUNCIL MEETING - AGENDA

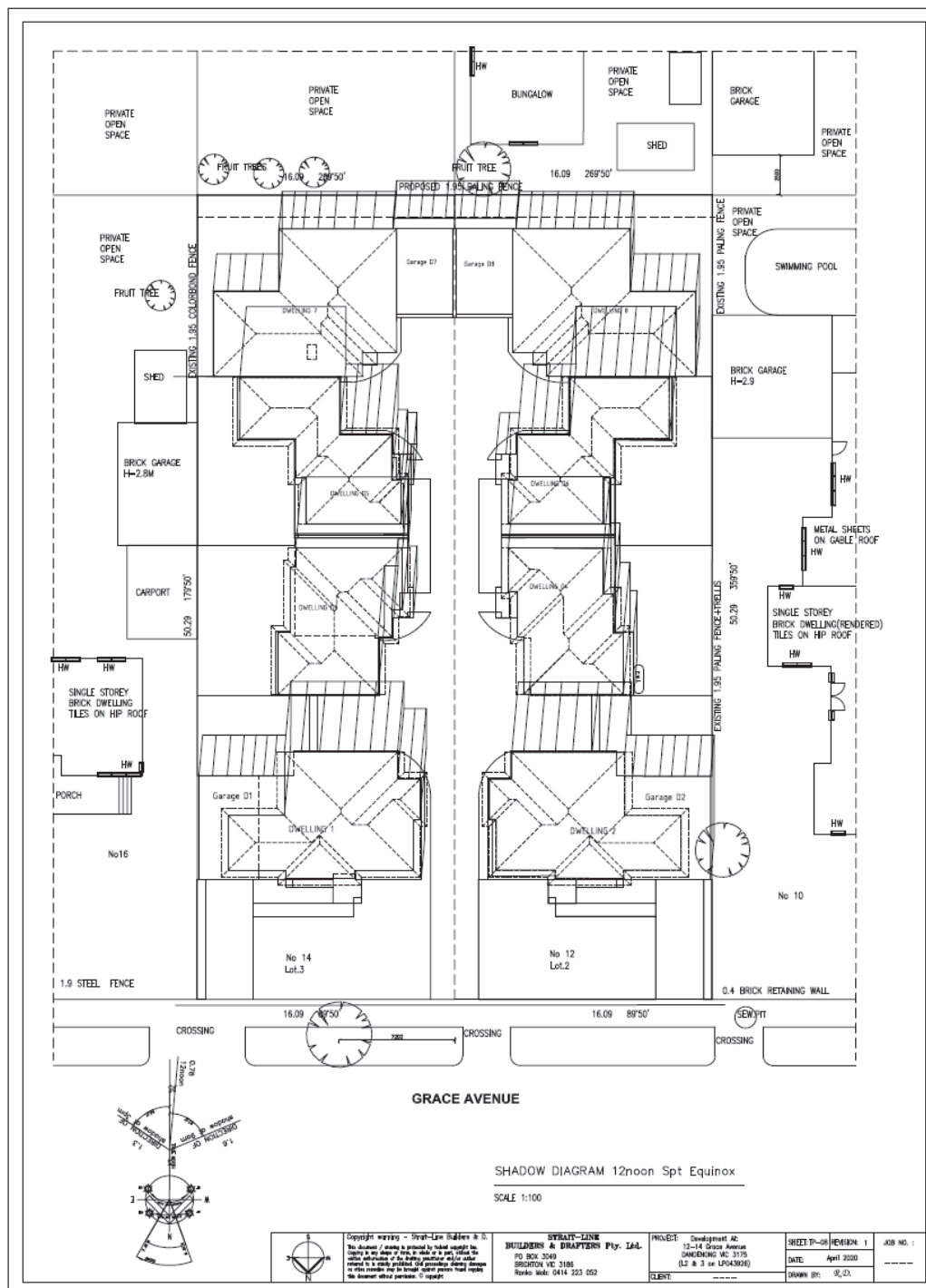
**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

### 2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)

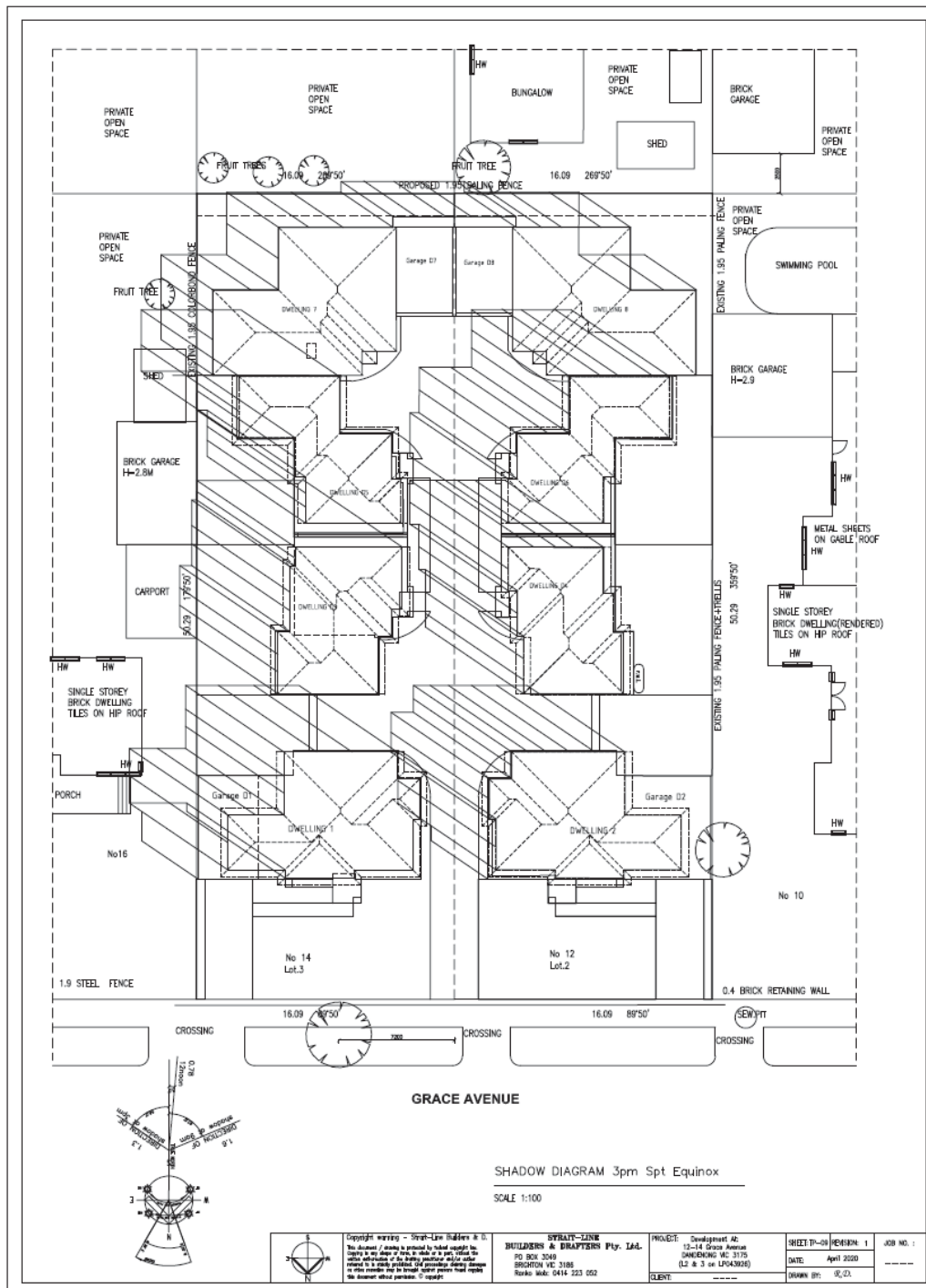




## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

### 2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)





**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION – NOS.12 & 14 GRACE AVENUE,  
DANDENONG (PLANNING APPLICATION NO. PLN20/0102)**

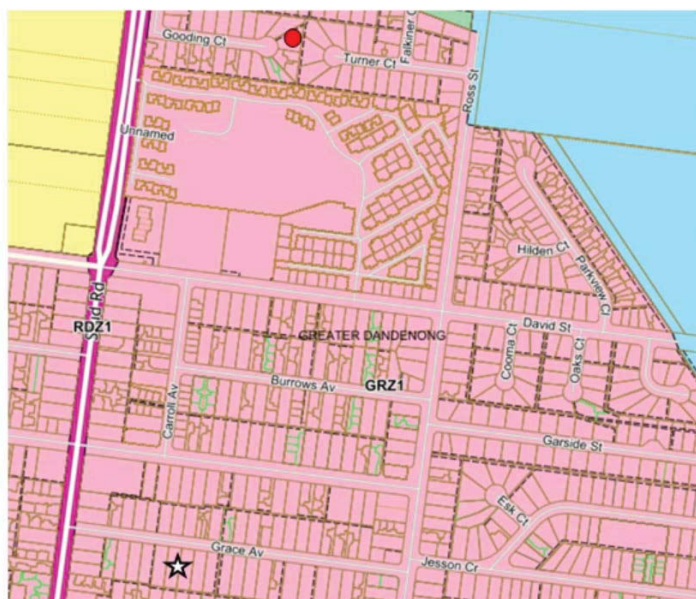
**ATTACHMENT 2**

**LOCATION OF OBJECTORS**

**PAGES 2 (including cover)**

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

**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**



**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION – NOS. 12 & 14 GRACE AVENUE,  
DANDENONG (PLANNING APPLICATION NO. PLN20/0102)**

**ATTACHMENT 3**

**CLAUSE 22.09 ASSESSMENT**

**PAGES 9 (including cover)**

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (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
<b>Safety</b>	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.	✓ <b>Principle met</b> Each dwelling provided with ground floor habitable room windows.
	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.	✓ <b>Principle met</b>
	Use semi-transparent fences to the street frontage.	✓ <b>Principle met</b> No front fence proposed.
	Light communal spaces including main entrances and car parking areas with high mounted sensor-lights.	✓ <b>Principle met</b> Sensor lighting provided to front of dwellings and garages. Bollard lighting provided along accessway for Dwellings 3-8.
	Ensure that all main entrances are visible and easily identifiable from the street.	✓ <b>Principle met</b> The entry to each dwelling are visible and easily identifiable through the provision of entry porches.
<b>Landscaping</b>	Locate non-habitable rooms such as bathrooms, away from entrances and street frontage.	✓ <b>Principle met</b>
	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.	✓ <b>Principle met</b>
	Provide substantial, high quality landscaping along vehicular accessways.	✓ <b>Principle met</b>
	Include the planting of at least one substantial canopy tree to each front setback and ground level secluded private open space area.	✓ <b>Principle met</b>

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

	Planting trees that are common to and perform well in the area.	✓ <b>Principle met</b>
	Avoid the removal of existing mature trees by incorporating their retention into the site design.	✓ <b>Principle met</b>
	Use landscaping to soften the appearance of the built form when viewed from the street and to respect the amenity of adjoining properties.	✗ <b>Principle not met – condition required, if issued</b> The development proposes to provide three crossovers for the combined lot which reduces the opportunity for landscaping within the front setback. The landscape plan provided shows a number of shrubs and a canopy tree for the front yard for Dwelling 1 and 2 which will assist in softening the appearance of the development and provision of car parking. It is considered that two canopy trees within the front setback is a more appropriate response for planting within the front of the site.
	Ensure that landscaping also addresses the Safety Design Principles.	✓ <b>Principle met</b>
	Canopy trees should be planted in well proportioned setbacks/private open space that are sufficient to accommodate their future growth to maturity.	✓ <b>Principle met</b>
	Landscaping should minimise the impact of increased storm water runoff through water sensitive urban design and reduced impervious surfaces.	✓ <b>Principle met</b>
	Landscaping should be sustainable, drought tolerant, and include indigenous species and be supported through the provision of rainwater tanks.	✓ <b>Principle met</b>
	The existing level of on-street car parking should be maintained by avoiding second crossovers on allotments with frontage widths less than 17 metres.	✗ <b>Principle not met – considered acceptable</b> Three crossovers proposed on a combined lot width of 32.1m. The provision of three crossovers is likely to result in the loss of one on-street car space. As the site is located in the PPTN and there is a number of unlimited on-street car spaces within Grace Avenue, this is considered acceptable.

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

	On-site car parking should be:	<ul style="list-style-type: none"> <li>Well integrated into the design of the building,</li> <li>Generally hidden from view or appropriately screened where necessary,</li> <li>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.</li> </ul>	<p>✗ <b>Principle not met – condition required, if issued</b></p> <p>The provision of three accessways for the development minimises the opportunity for soft landscaping in the front setback. The submitted landscape plan shows a range of planting within the front setback including one canopy tree within the front yard of Dwelling 1 and 2. A condition can be included on the permit (if issued) requiring a second canopy tree to be provided in both front yards to assist in reducing the dominance of any car parking for the site.</p>
	Where car parking is located within the front setback it should be:	<ul style="list-style-type: none"> <li>Fully located within the site boundary, and</li> <li>Capable of fully accommodating a vehicle between a garage or carport and the site boundary.</li> </ul>	<p>✓ <b>Principle met</b></p> <p>The tandem car space for Dwelling 1 and 2 can be located within the site boundary.</p>
	Developments with basement car parking should consider flooding concerns where applicable.		<p>N/A</p> <p>No basement car parking is proposed</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>✓ <b>Principle met</b></p> <p>No front fence proposed which is consistent with the area.</p>
	Maintain the apparent frontage width pattern.		<p>✓ <b>Principle met</b></p> <p>Frontage width pattern maintained.</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>✓ <b>Principle met</b></p> <p>The ground floor setbacks for the development are consistent with the prevailing setbacks within the area which are often minimal. Planting can be accommodated within the POS areas including the provision of a canopy tree for each dwelling within the rear yard.</p>
	Provide open or low scale front fences to allow a visual connection between landscaping in front gardens and street tree planting.		<p>N/A</p>

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

Private open space	All residential developments should provide good quality, useable private open space for each dwelling directly accessible from the main living area.	<b>✓ Principle met</b> Each dwelling is provided with a SPOS and overall POS areas which are of a good quality due to the size and the ability for site services to be located outside the SPOS area.
	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.	<b>✓ Principle met</b>
	Private open space should be positioned to maximise solar access.	<b>✓ Principle met</b> Each dwelling is provided with a POS area which receives northern daylight.
	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.	<b>✓ Principle met</b>
	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.	<b>N/A</b>
Bulk & Built Form	All residential developments should respect the dominant façade pattern of the streetscape by: <ul style="list-style-type: none"> <li>Using similarly proportioned roof forms, windows, doors and verandahs; and</li> <li>Maintaining the proportion of wall space to windows and door openings.</li> </ul>	<b>✓ Principle met</b> A variety of different residential types can be found within the surrounding area including single and double storey brick and weatherboard dwellings, as well as single and double storey multi-unit developments. This development will have a similar built form to other dwellings in the area due to the choice of external colours and materials, roof form, window sizes and setbacks from boundaries.
	Balconies should be designed to reduce the need for screening from adjoining dwellings and properties.	<b>✓ Principle met</b>
	The development of new dwellings to the rear of existing retained dwellings is discouraged where: <ul style="list-style-type: none"> <li>The siting of the retained dwelling would not enable an acceptable future site layout for either the proposed or future dwelling; or</li> <li>The retention of the existing dwelling detracts from the identified future character.</li> </ul>	<b>N/A</b>

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

	On sites adjacent to identified heritage buildings, infill development should respect the adjoining heritage buildings by: <ul style="list-style-type: none"> <li>• Not exceeding the height of the neighbouring significant building;</li> <li>• Minimising the visibility of higher sections of the new building; and</li> <li>• Setting higher sections back at least the depth of one room from the frontage.</li> </ul>	<b>N/A</b> The site is not adjacent to any heritage buildings.
<b>Site Design</b>	Residential development should: Preserve the amenity of adjoining dwellings through responsive site design that considers the privacy, solar access and outlook of adjoining properties.	<b>✓ Principle met</b>
	Maximise thermal performance and energy efficiency of the built form by addressing orientation, passive design and fabric performance	<b>✓ Principle met</b> The development is constructed of face brickwork, render and cladding, materials suitable for adequate thermal performance.
	Ensure that building height, massing articulation responds sensitively to existing residential interfaces, site circumstances, setbacks and streetscape and reduces the need for screening.	<b>✓ Principle met</b>
	Provide sufficient setbacks (including the location of basements) to ensure the retention of existing trees and to accommodate the future growth of new trees.	<b>✓ Principle met</b>
	Provide suitable storage provisions for the management of operational waste	<b>✓ Principle met</b> Bin storage located within SPOS areas.
	Appropriately located suitable facilities to encourage public transport use, cycling and walking.	<b>✓ Principle met</b> Each dwelling provided with a bicycle storage area.
<b>Materials &amp; Finishes</b>	Residential development should: Use quality, durable building materials and finishes that are designed for residential purposes.	<b>✓ Principle met</b> Proposed materials are face brickwork, render and vertical timber cladding which are typical of materials generally used in the wider area.
	Avoid the use of commercial or industrial style building materials and finishes.	<b>✓ Principle met</b> No commercial or industrial style building materials and finishes proposed.
	Avoid using materials such as rendered cement sheeting, unarticulated surfaces and excessive repetitive use of materials.	<b>✓ Principle met</b>
	<i>If the details of the attachment are unclear please contact Governance on 8571 5309.</i>	



## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

Domestic services normal to a dwelling and Building services	Use a consistent simple palette of materials, colours finishes and architectural detailing.	✓ Principle met
	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.	✓ Principle met
	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:	
	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.	✓ Principle met
	Be designed to avoid the location of domestic and building services: <ul style="list-style-type: none"> <li>• Within secluded private open space areas, including balconies; and</li> <li>• Where they may have noise impacts on adjoining habitable rooms and secluded private open space areas.</li> </ul>	✓ Principle met
Internal Amenity	Residential development should:	
	Ensure that dwelling layouts have connectivity between the main living area and private open space.	✓ Principle met Each dwelling has connectivity between the main living area and private open space.
	Be designed to avoid reliance on borrowed light to habitable rooms.	✓ Principle met No borrowed light relied upon
	Ensure that balconies and habitable room windows are designed and located to reduce the need for excessive screening.	N/A
	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.	N/A

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 22.09-3.3 Design principles for Incremental Change Areas – General Residential Zone (GRZ)**

<b>Titles &amp; Objectives</b>		<b>Principles</b>	<b>Principle met/Principle not met/NA</b>
<b>Preferred housing type</b>		The preferred housing type for the Incremental Change Area is medium density.	<b>✓ Principle met</b> Medium density proposed.
<b>Building Height</b>		The preferred maximum building height for land within the GRZ1 and GRZ2 is up to 2 storeys, including ground level.	<b>✓ Principle met</b> Dwellings 1-6 are proposed to be double storey. Dwelling 7 and 8 are proposed to be single storey.
<b>Landscaping</b>		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	<b>✓ Principle met</b>
<b>Setbacks, front boundary and width</b>		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.	<b>✓ Principle met</b> The development is able to provide sufficient landscaping opportunities in the front setback. The provision of two canopy trees within the front yards of Dwelling 1 and 2 (required by condition of permit, if issued) demonstrates that the opportunity for landscaping within the front boundary is acceptable as the areas can comfortably accommodate two canopy trees and other landscaping to ensure this is the dominant feature of the development.
<b>Private open space</b>		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.	<b>✓ Principle met</b> SPOS areas provided to side or rear of each dwelling.
<b>Bulk &amp; Built Form</b>		Residential development should: Ensure that the built form respects the scale of existing prevailing built form character and responds to site circumstances and streetscape;	<b>✓ Principle met</b> The proposed development is an appropriate response to the built form in the area through its use of ground and first floor setbacks, roof form and external colours and materials. The provision of landscaping within the front setback and along boundaries also assists in providing a suitable response.

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

	Provide separation between dwellings at the upper level;	<p>✓ <b>Principle met</b></p> <p>The development proposes separation at first floor of 3.6m between Dwellings 1 and 3 and also Dwellings 2 and 4. The first floor separation between Dwellings 3 and 5, Dwellings 4 and 6 is 1.5m.</p>
	Retain spines of open space at the rear of properties to maximise landscaping opportunities and protect private secluded open space;	<p>✓ <b>Principle met</b></p> <p>The proposed rear setback of the development is consistent with neighbouring properties which have already limited a spine of open space in the area through the provision of sheds, garages and outbuildings which are close to the rear boundary. Multi-unit developments at 85, 87, 97 and 103 Herbert Street have also contributed to the limited spine of open space within the neighbouring properties.</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>✓ <b>Principle met</b></p> <p>Dwellings 7 and 8 are located to the rear of the site and are proposed to be single storey.</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"> <li>• The visual impact of the building bulk does not adversely affect the identified future character of the area;</li> <li>• Overlooking and/or overshadowing does not adversely affect the amenity of neighbouring properties;</li> <li>• The building bulk does not adversely affect the planting and future growth of canopy trees to maturity;</li> <li>• Sufficient side and rear boundary landscaping can be provided to screen adjoining properties;</li> <li>• Upper storey components are well recessed from adjoining sensitive interfaces.</li> </ul>	<p>✓ <b>Principle met</b></p> <p>Dwellings 7 and 8 are located to the rear of the site and are proposed to be single storey.</p>
	Residential development should be well articulated through the use of contrast, texture, variation in forms, materials and colours.	<p>✓ <b>Principle met</b></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.*

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**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION – NOS. 12 & 14 GRACE AVENUE,  
DANDENONG (PLANNING APPLICATION NO. PLN20/0102)**

**ATTACHMENT 4**

**CLAUSE 55 ASSESSMENT**

**PAGES 40 (including cover)**

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (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><b>✓ Standard met</b></p> <p>The development is considered to be appropriate to the area through the proposed centralisation of the first floor, the separation at first floor between Dwellings 1-6, the provision of single storey dwellings to the rear of the site and the use of similar external colours and materials and roof form.</p> <p>The proposal also responds to the character of the area through its provision of side setbacks which are a minimum 1.0m and a rear setback of 1.4m. In different site there are a variety of single and multi-unit dwellings within the surrounding area which have minimal side and rear setbacks. This includes the adjoining property to the south at 91 Herbert Street which has a shed setback approximately 1.4m from the adjoining boundary. The properties at 85, 87, 89 and 97 Herbert Street have rear setbacks which range between approximately 1.6m and 2.5m. The unit at 2/87 Herbert Street is built boundary to boundary but most dwellings and/or sheds are setback between 1.5m to 2.5m from one boundary.</p> <p>See Clause 22.09 Assessment for further discussion.</p>
Decision Guidelines	<p>The proposed design response must respect the existing or preferred neighbourhood character and respond to the features of the site.</p> <p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The neighbourhood and site description.</p> <p>The design response.</p>	<p><b>✓ Standard met</b></p> <p>See Clause 22.09 Assessment for further discussion.</p>
Objectives	<p>To ensure that the design respects the existing neighbourhood character or contributes to a preferred neighbourhood character.</p> <p>To ensure that development responds to the features of the site and the surrounding area.</p>	

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.02-2 Residential policy objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B2</b>	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.	✓ <b>Standard met</b>
<b>Decision Guidelines</b>	The SPPF and the LPPF including the MSS and local planning policies. The design response.	
<b>Objectives</b>	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.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (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"> <li>• Dwellings with a different number of bedrooms.</li> <li>• At least one dwelling that contains a kitchen, bath or shower, and a toilet and wash basin at ground floor level.</li> </ul>	N/A Eight dwellings are proposed.
Objective	To encourage a range of dwellings sizes and types in developments of ten or more dwellings.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.02-4 Infrastructure objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B4</b>	Development should be connected to reticulated services, including reticulated sewerage, drainage, electricity and gas, if available.	<b>✓ Standard met</b> Development can be suitably accommodated into infrastructure of the established area.
	Development should not unreasonably exceed the capacity of utility services and infrastructure, including reticulated services and roads.	<b>✓ Standard met</b> Development can be suitably accommodated into infrastructure of the established area.
	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.	<b>✓ Standard met</b> Development can be suitably accommodated into infrastructure of the established area.
	The capacity of the existing infrastructure.	
<b>Decision Guidelines</b>	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.	
<b>Objectives</b>	To ensure development is provided with appropriate utility services and infrastructure.	
	To ensure development does not unreasonably overload the capacity of utility services and infrastructure.	



## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.02-5 Integration with the street objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B5</b>	Developments should provide adequate vehicle and pedestrian links that maintain or enhance local accessibility.	<b>✓ Standard met</b> Each dwelling is accessible by vehicles and pedestrians.
	Developments should be oriented to front existing and proposed streets.	<b>✓ Standard met</b> Dwellings 1 and 2 face Grace Avenue. The remaining units face the internal accessway.
	High fencing in front of dwellings should be avoided if practicable.	<b>✓ Standard met</b> No front fence proposed.
	Development next to existing public open space should be laid out to complement the open space.	<b>N/A</b> The site is not next to public open space.
<b>Decision Guidelines</b>	Any relevant urban design objective, policy or statement set out in this scheme.	
	The design response.	
<b>Objective</b>	To integrate the layout of development with the street.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (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><b>RGZ:</b> 5 metres or as per Table B1, whichever is the lesser.</p> <p><b>GRZ:</b> 7.5 metres or as per Table B1, whichever is the lesser.</p> <p><b>NRZ:</b> 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> <p>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.</p> <p>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.</p> </td><td> <p>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.</p> <p>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> </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.	<p>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.</p> <p>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.</p>	<p>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.</p> <p>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>	<p>✓ Standard met</p> <p>Dwelling 1 and 2 are both setback 7.5 metres from the front boundary.</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															
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.	<p>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.</p> <p>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.</p>	<p>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.</p> <p>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>															

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

<b>Decision Guidelines</b>	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.	
<b>Objective</b>	To ensure that the setbacks of buildings from a street respect the existing or preferred neighbourhood character and make efficient use of the site.	


## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.03-2 Building height objective**

Title & Objective	Standards	Standard Met/Standard Not Met/N/A
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><b>GRZ: 11 metres / 3 storeys <u>mandatory maximum</u> (refer Clause 32.08-9)</b></p>	<p>✓ <b>Standard met</b></p> <p>Double storey</p> <p>Unit 1 – maximum 7.6m</p> <p>Unit 2 – maximum 7.5m</p> <p>Unit 3 – maximum 7.0m</p> <p>Unit 4 – maximum 7.1m</p> <p>Unit 5 – maximum 7.0m</p> <p>Unit 6 – maximum 7.0m</p> <p>Single storey</p> <p>Unit 7 – maximum 4.5m</p> <p>Unit 8 – maximum 4.5m</p> <p><b>N/A</b></p>
Decision Guidelines	<p>Changes of building height between existing buildings and new buildings should be graduated.</p> <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>	<p>✓ <b>Standard met</b></p>
Objective	To ensure that the height of buildings respects the existing or preferred neighbourhood character	


## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (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"> <li>The maximum site coverage specified in a schedule to the zone, or</li> <li>If no maximum site coverage is specified in a schedule to the zone, 60 per cent.</li> </ul> <p><b>GRZ1: 60% (none specified)</b></p>	<p>✓ <b>Standard met</b></p> <p>Lot size 1618sqm</p> <p>Site coverage – 970.8sqm max.</p> <p>Provided: 44% or 712sqm</p> 
		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.	
Decision Guidelines		The site coverage of adjacent properties	
		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			

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**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.03-4 Permeability objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B9</b>	<p>The site area covered by the pervious surfaces should be at least:</p> <ul style="list-style-type: none"> <li>• The minimum areas specified in a schedule to the zone, or</li> <li>• If no minimum is specified in a schedule to the zone, 20 per cent of the site.</li> </ul> <p><b>GRZ1: 30%</b></p>	<p><b>Standard met</b></p> <p>Required min 485.4sqm Provided 549.5sqm Provided 34%</p> 
<b>Decision Guidelines</b>	<p>The design response.</p> <p>The existing site coverage and any constraints imposed by existing development.</p> <p>The capacity of the drainage network to accommodate additional stormwater.</p> <p>The capacity of the site to absorb run-off.</p> <p>The practicality of achieving the minimum site coverage of pervious surfaces, particularly on lots of less than 300 square metres.</p>	
<b>Objectives</b>	<p>To reduce the impact of increased stormwater run-off on the drainage system.</p> <p>To facilitate on-site stormwater infiltration.</p>	

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**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.03-5 Energy efficiency objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B10</b>	<p>Buildings should be:</p> <ul style="list-style-type: none"> <li>• Oriented to make appropriate use of solar energy.</li> <li>• Sited and designed to ensure that the energy efficiency of existing dwellings on adjoining lots is not unreasonably reduced.</li> </ul> <p>Living areas and private open space should be located on the north side of the development, if practicable.</p> <p>Developments should be designed so that solar access to north-facing windows is maximised.</p>	<p><b>Standard met</b></p> <p>Units provided with north-facing windows when possible.</p> <p><b>Standard met</b></p> <p>All units provided with north facing SPOS areas.</p> <p><b>Standard met</b></p> <p>Each unit provided with north-facing windows when possible.</p>
<b>Decision Guidelines</b>	<p>The design response.</p> <p>The size, orientation and slope of the lot.</p> <p>The existing amount of solar access to abutting properties.</p> <p>The availability of solar access to north-facing windows on the site.</p>	
<b>Objectives</b>	<p>To achieve and protect energy efficient dwellings and residential buildings.</p> <p>To ensure the orientation and layout of development reduce fossil fuel energy use and make appropriate use of daylight and solar energy.</p>	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.03-6 Open space objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B11</b>	If any public or communal open space is provided on site, it should: <ul style="list-style-type: none"> <li>• Be substantially fronted by dwellings, where appropriate.</li> <li>• Provide outlook for as many dwellings as practicable.</li> <li>• Be designed to protect any natural features on the site.</li> <li>• Be accessible and useable.</li> </ul>	N/A  No communal or public open space proposed.
<b>Decision Guidelines</b>	Any relevant plan or policy for open space in the SPPF and the LPPF, including the MSS and local planning policies.  The design response.	
<b>Objective</b>	To integrate the layout of development with any public and communal open space provided in or adjacent to the development.	



## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.03-7 Safety objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B12</b>	Entrances to dwellings and residential buildings should not be obscured or isolated from the street and internal accessways.	<b>✓ Standard met</b> The entrances to the units are easily visible from Grace Avenue or from the shared accessway.
	Planting which creates unsafe spaces along streets and accessways should be avoided.	<b>✓ Standard met</b>
	Developments should be designed to provide good lighting, visibility and surveillance of car parks and internal accessways.	<b>✓ Standard met</b>
	Private spaces within developments should be protected from inappropriate use as public thoroughfares.	<b>✓ Standard met</b> Private spaces are delineated by fencing.
<b>Decision Guidelines</b>	The design response.	
<b>Objectives</b>	To ensure the layout of development provides for the safety and security of residents and property.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.03-6 Landscaping objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B13</b>	<p>The landscape layout and design should:</p> <ul style="list-style-type: none"> <li>• Protect any predominant landscape features of the neighbourhood.</li> <li>• Take into account the soil type and drainage patterns of the site.</li> <li>• Allow for intended vegetation growth and structural protection of buildings.</li> <li>• In locations of habitat importance, maintain existing habitat and provide for new habitat for plants and animals.</li> <li>• Provide a safe, attractive and functional environment for residents.</li> </ul> <p>Development should provide for the retention or planting of trees, where these are part of the character of the neighbourhood.</p> <p>Development should provide for the replacement of any significant trees that have been removed in the 12 months prior to the application being made</p> <p>The landscape design should specify landscape themes, vegetation (location and species), paving and lighting.</p> <p>Development should meet any additional landscape requirements specified in a schedule to the zone.</p> <p><b><i>All schedules to all residential zones:</i></b>  <b><i>“70% of ground level front setback, and side and rear setbacks, planted with substantial landscaping and canopy trees.”</i></b></p>	<p><b>Standard met</b></p> <p>✓ <b>Standard met</b></p> <p>Several small trees on both sites are planned to be removed.</p> <p>✓ <b>Standard met</b></p> <p>No significant trees have been removed from the site.</p> <p>✓ <b>Standard met</b></p> <p>✓ <b>Standard met</b></p> <p>170.3sqm of the front setback would be set aside for landscaping. As the front setback is 243sqm in size, this equates to 70.1% of the front setback being available for planting.</p>
<b>Decision Guidelines</b>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>Any relevant plan or policy for landscape design in the SPPF and the LPPF, including the MSS and local planning policies.</p> <p>The design response.</p> <p>The location and size of gardens and the predominant plant types in the neighbourhood.</p> <p>The health of any trees to be removed.</p> <p>Whether a tree was removed to gain a development advantage.</p>	
<b>Objectives</b>	<p>To encourage development that respects the landscape character of the neighbourhood.</p> <p>To encourage development that maintains and enhances habitat for plants and animals in locations of habitat importance.</p> <p>To provide appropriate landscaping.</p> <p>To encourage the retention of mature vegetation on the site.</p>	

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**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.03-9 Access objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B14</b>	The width of accessways or car spaces should not exceed: • 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.	<b>✓ Standard met</b> Street frontage to Grace Avenue – 32.18m Requirement 10.61m (33%) Provided – 9.0m
	No more than one single-width crossover should be provided for each dwelling fronting a street.	<b>✓ Standard met</b> Dwelling 1 and 2 face the street and both dwellings have been provided with a single crossover.
	The location of crossovers should maximise retention of on-street car parking spaces.	<b>* Standard not met – variation required</b> The provision of three crossovers for the site will likely reduce on-street parking.
	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.	<b>✓ Standard met</b>
<b>Decision Guidelines</b>	The design response.	
	The impact on neighbourhood character.	
	The reduction of on-street car parking spaces.	
	The effect on any significant vegetation on the site and footpath.	
<b>Objectives</b>	To ensure the number and design of vehicle crossovers respects the neighbourhood character.	<b>✓ Objective met</b> The provision of three crossovers for the development will result in one additional crossover for Grace Avenue. While the additional crossover will likely result in the loss of one on-street car space, the street still has sufficient on-street parking available.

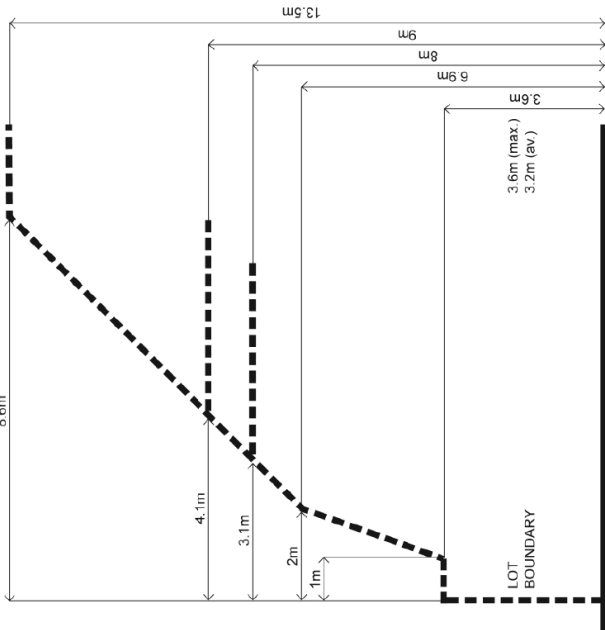
## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.03-10 Parking location objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B15</b>	<p>Car parking facilities should:</p> <ul style="list-style-type: none"> <li>• Be reasonably close and convenient to dwellings and residential buildings.</li> <li>• Be secure.</li> <li>• Be well ventilated if enclosed.</li> </ul> <p>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.</p>	<p><b>Standard met</b></p> <p>Car parking facilities for each dwelling would be close and convenient for each dwelling. The garages of each dwelling would be secure and would be capable of being well ventilated.</p> <p><b>Standard met</b></p> <p>The kitchen window of Dwellings 3, 4, 5 and 6 are setback 1.0m from shared accessway. The sill height of the windows are 1.4m above the accessway and the windows are to be double glazed.</p> <p>The window of Bedroom 1 of Dwelling 7 has a sill height of 1.4m above the accessway and Bedroom 1 of Dwelling 8 has a sill height of 1.1m above the accessway. Both windows are shown to be double glazed.</p>
<b>Decision Guidelines</b>	The design response.	
<b>Objectives</b>	<p>To provide convenient parking for residents and visitors vehicles.</p> <p>To protect residents from vehicular noise within developments.</p>	

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**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.04-1 Side and rear setbacks objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B17</b>	<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"> <li>At least the distance specified in a schedule to the zone, or</li> </ul> <p><b>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."</b></p> <ul style="list-style-type: none"> <li>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.</li> </ul> <p><b>Diagram B1 Side and rear setbacks</b></p> 	<p><b>Standard Met</b></p> <p><b>✓ Standard met</b></p> <p><b>Dwelling 1:</b> The wall height of the ground floor is 3.8 metres. The garage is constructed on the eastern boundary.</p> <p>The wall height of the first floor is 4.9 metres. The setback to the eastern boundary is 1.9 metres. The setback is required to be 1.75 metres; proposal complies with the Standard.</p> <p><b>Dwelling 2:</b> The wall height of the ground floor is 3.7 metres. The garage is constructed on the western boundary.</p> <p>The wall height of the first floor is 6.0 metres. The setback to the western boundary is 1.9 metres. The setback is required to be 1.72 metre; proposal complies with the Standard.</p> <p><b>Dwelling 3:</b> The wall height of the ground floor is 3.6 metres. The setback to the eastern boundary is 4.9 metres. The setback is required to be 1.0 metre; proposal complies with the Standard.</p> <p>The wall height of the first floor is 5.9 metres. The setback to the eastern boundary is 5.0 metres. The setback is required to be 1.69 metre; proposal complies with the Standard.</p> <p><b>Dwelling 4:</b> The wall height of the ground floor is 3.5 metres. The setback to the western boundary is 4.9 metres. The setback is required to be 1.0 metre; proposal complies with the Standard.</p> <p>The wall height of the first floor is 5.8 metres. The setback to the western boundary is 5.5 metres. The setback is required to be 1.66 metres; proposal complies with the Standard.</p> <p><b>Dwelling 5:</b></p>

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**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

		<p>The wall height of the ground floor is 3.5 metres. The setback to the eastern boundary is 2.5 metres. The setback is required to be 1.0 metre; proposal complies with the Standard.</p> <p>The wall height of the first floor is 5.7 metres. The setback to the eastern boundary is 2.6 metres and the setback to the northern (rear) boundary is 11.4 metres. The setbacks are required to be 1.63 metres; proposal complies with the Standard.</p> <p><u>Dwelling 6:</u> The wall height of the ground floor is 3.3 metres. The setback to the western boundary is 2.5 metres. The setback is required to be 1.0 metre; proposal complies with the Standard.</p> <p>The wall height of the first floor is 5.6 metres. The setback to the western boundary is 2.6 metres and the setback to the northern (rear) boundary is 11.4 metres. The setbacks are required to be 1.6 metres; proposal complies with the Standard.</p> <p><u>Dwelling 7:</u> The wall height of the ground floor is 3.1 metres. The setback to the eastern boundary is 1.0 metre and the setback to the northern (rear) boundary is 1.4 metres. Both setbacks are required to be 1.0 metre; proposal complies with the Standard.</p> <p><u>Dwelling 8:</u> The wall height of the ground floor is 3.3 metres. The setback to the western boundary is 1.0 metre and the setback to the northern (rear) boundary is 1.4 metres. Both setbacks are required to be 1.0 metre; proposal complies with the Standard.</p>	✓ <b>Standard met</b>	
		<p>Sunblinds, verandahs, porches, eaves, fascias, gutters, masonry chimneys, flues, pipes, 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.</p> <p>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.</p> <p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p>	N/A	
	<b>Decision Guidelines</b>			

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**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

	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.	
<b>Objectives</b>	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.	

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**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.04-2 Walls on boundaries objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B18</b>	<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"> <li>• For a length of more than the distance specified in the schedule to the zone; or</li> <li>• If no distance is specified in a schedule to the zone, for a length of more than:               <ul style="list-style-type: none"> <li>- 10 metres plus 25 per cent of the remaining length of the boundary of an adjoining lot, or</li> <li>- 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.</li> </ul> </li> </ul> <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>The height of a new wall constructed on or within 200 mm of a side or rear boundary or a carport constructed on or within 1 metre of a side or rear boundary should not exceed an average of 3.2 metres with no part higher than 3.6 metres unless abutting a higher existing or simultaneously constructed wall.</p>	<p><b>Standard met</b> Dwelling 1 garage built 100mm from boundary for a length of 6.4m Length of eastern boundary – 50.29m</p> <p>Dwelling 2 garage built 100mm from boundary for a length of 6.4m Length of western boundary – 50.29m</p> <p><b>Standard met</b></p> <p><b>Standard met</b></p> <p><b>Standard met</b></p>
<b>Decision Guidelines</b>	<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>	
<b>Objectives</b>	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.	



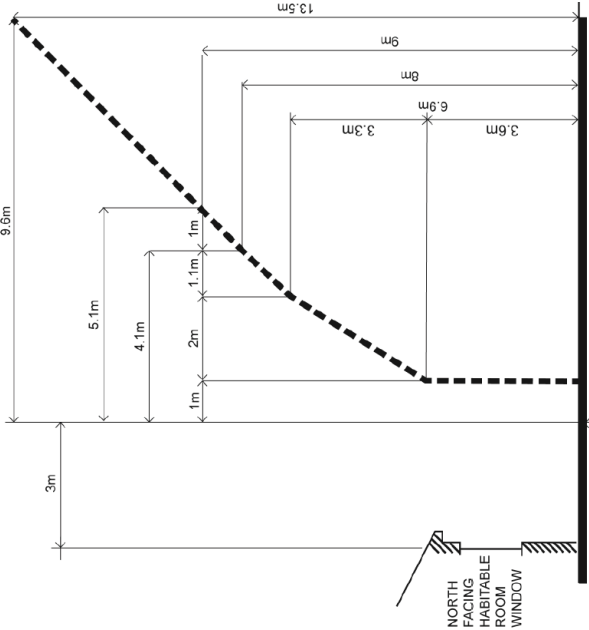
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**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.04-3 Daylight to existing windows objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B19</b>	<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><b>Diagram B2 Daylight to existing windows</b></p> <p>Where the existing window is above ground floor level, the wall height is measured from the floor level of the room containing the window.</p>	<p><b>Standard met</b></p> <p>The garage of Dwelling 1 is diagonally opposite a habitable room window of dwelling to the east at 16 Grace Avenue. The garage is setback 3.4 metres from this habitable room window.</p> <p>No other habitable room windows face the subject site.</p> <p><b>Standard met</b></p>
<b>Decision Guidelines</b>	<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>	
<b>Objective</b>	To allow adequate daylight into existing habitable room windows.	

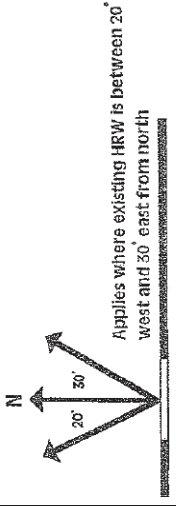
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**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.04-4 North-facing windows objective**

Title & Objective	Standards	Standard Met/Standard Not Met/N/A
<b>Standard B20</b>	<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><b>Diagram B3 North-facing windows</b></p>  <p><b>Diagram B3 North-facing windows</b></p> <p>The diagram illustrates the setback requirements for a north-facing habitable room window. A dashed line represents the window axis. A solid line represents the building setback. The setback is 3m from the window edge. The setback is 1m plus 0.6m for every metre of height over 3.6m up to 6.9m, plus 1m for every metre of height over 6.9m. The diagram shows a 3m setback from the window edge, a 1m setback from the window edge, a 1.1m setback from the window edge, a 2m setback from the window edge, a 4.1m setback from the window edge, a 5.1m setback from the window edge, a 9.6m setback from the window edge, and a 13.5m setback from the window edge. The diagram also shows a 3m setback from the window edge, a 1m setback from the window edge, a 1.1m setback from the window edge, a 2m setback from the window edge, a 4.1m setback from the window edge, a 5.1m setback from the window edge, a 9.6m setback from the window edge, and a 13.5m setback from the window edge.</p> <p><b>Diagram B3 North-facing windows</b></p> <p>The diagram illustrates the setback requirements for a north-facing habitable room window. A dashed line represents the window axis. A solid line represents the building setback. The setback is 3m from the window edge. The setback is 1m plus 0.6m for every metre of height over 3.6m up to 6.9m, plus 1m for every metre of height over 6.9m. The diagram shows a 3m setback from the window edge, a 1m setback from the window edge, a 1.1m setback from the window edge, a 2m setback from the window edge, a 4.1m setback from the window edge, a 5.1m setback from the window edge, a 9.6m setback from the window edge, and a 13.5m setback from the window edge. The diagram also shows a 3m setback from the window edge, a 1m setback from the window edge, a 1.1m setback from the window edge, a 2m setback from the window edge, a 4.1m setback from the window edge, a 5.1m setback from the window edge, a 9.6m setback from the window edge, and a 13.5m setback from the window edge.</p>	<p>N/A</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>	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

	 <p>Applies where existing HRW is between 20° west and 30° east from north</p>	
<b>Decision Guidelines</b>	<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>	
<b>Objective</b>		

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.04-5 Overshadowing open space objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B21</b>	<p>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.</p> <p>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.</p>	<p>✓ <b>Standard met</b></p> <p>The secluded private open space areas of the adjoining dwellings would receive a minimum of five hours of sunlight – minimal shadow cast by development.</p>
<b>Decision Guidelines</b>	<p>The design response.</p> <p>The impact on the amenity of existing dwellings.</p> <p>Existing sunlight penetration to the secluded private open space of the existing dwelling.</p> <p>The time of day that sunlight will be available to the secluded private open space of the existing dwelling.</p> <p>The effect of a reduction in sunlight on the existing use of the existing secluded private open space.</p>	<p>✓ <b>Standard met</b></p>
<b>Objective</b>	To ensure buildings do not significantly overshadow existing secluded private open space.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.04-6 Overlooking objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B22</b>	<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><b>Diagram B4 Overlooking open space</b></p> <p><b>Diagram B4 Overlooking open space</b></p> <p>existing dwelling</p> <p>new dwelling</p> <p>9.0m</p> <p>45°</p> <p>1.7m</p> <p>FFL</p> <p>9.0m measured at ground level</p> <p>45°</p> <p>Line of sight above the FFL</p> <p>area to be screened or obscured</p> <p>existing dwelling</p> <p>new dwelling</p> <p>9m radius</p> <p>9m radius</p> <p>45°</p> <p>45°</p> <p>area to be screened or obscured</p>	<p><b>Standard met</b></p> <p>✓ All habitable room windows which have views into the SPOS area or habitable room windows of adjoining dwellings are fixed and obscured to 1.7m above FFL.</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"> <li>• Offset a minimum of 1.5 metres from the edge of one window to the edge of the other.</li> <li>• Have sill heights of at least 1.7 metres above floor level.</li> </ul>	<p><b>Standard met</b></p> <p>✓ As above</p>

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

	<ul style="list-style-type: none"> <li>Have fixed, obscure glazing in any part of the window below 1.7 metre above floor level.</li> <li>Have permanently fixed external screens to at least 1.7 metres above floor level and be no more than 25 per cent transparent.</li> </ul>	
	Obscure glazing in any part of the window below 1.7 metres above floor level may be operable provided that there are no direct views as specified in this standard.	✓ Standard met
	Screens used to obscure a view should be: <ul style="list-style-type: none"> <li>Perforated panels or trellis with a maximum of 25 per cent openings or solid translucent panels.</li> <li>Permanent, fixed and durable.</li> <li>Designed and coloured to blend in with the development.</li> </ul>	N/A
	The standard does not apply to a new habitable room window, balcony, terrace, deck or patio which faces a property boundary where there is a visual barrier at least 1.8 metres high and the floor level of the habitable room, balcony, terrace, deck or patio is less than 0.8 metres above ground level at the boundary.	✓ Standard met
<b>Decision Guidelines</b>	The design response.	
	The impact on the amenity of the secluded private open space or habitable room window.	
	The existing extent of overlooking into the secluded private open space and habitable room window of existing dwellings.	
	The internal daylight to and amenity of the proposed dwelling or residential building.	
<b>Objective</b>	To limit views into existing secluded private open space and habitable room windows.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (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
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.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.04-8 Noise impacts objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B24</b>	Noise sources, such as mechanical plant, should not be located near bedrooms of immediately adjacent existing dwellings.	<b>✓ Standard met</b> No noise sources apparent.
	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.	<b>✓ Standard met</b>
	Dwellings and residential buildings close to busy roads, railway lines or industry should be designed to limit noise levels in habitable rooms.	<b>✓ Standard met</b>
<b>Decision Guidelines</b>	The design response.	
<b>Objectives</b>	To contain noise sources within development that may affect existing dwellings.	
	To protect residents from external noise.	



## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (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.	<b>✓ Standard met</b> Each dwelling contains a small step suitable for people with limited mobility.
Objective	To encourage the consideration of the needs of people with limited mobility in the design of developments.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.05-2 Dwelling entry objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B26</b>	Entries to dwellings and residential buildings should: <ul style="list-style-type: none"> <li>• Be visible and easily identifiable from streets and other public areas.</li> <li>• Provide shelter, a sense of personal address and a transitional space around the entry.</li> </ul>	<b>✓ Standard met</b> The entrance to each dwelling is provided with an entry point to provide a sense of address and can be identified from the street or the internal accessway.
<b>Objective</b>	To provide each dwelling or residential building with its own sense of identity.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.05-3 Daylight to new windows objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B27</b>	<p>A window in a habitable room should be located to face:</p> <ul style="list-style-type: none"> <li>• 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</li> <li>• A verandah provided it is open for at least on third of its perimeter, or</li> <li>• A carport provided it has two or more open sides and is open for at least on third of its perimeter.</li> </ul>	<p><b>Standard met</b></p> <p>Kitchen window for both Dwelling 7 and 8 are setback 1.0m from the side boundary and are not provided with an eave so are able to be provided with an outdoor space clear to the sky within a minimum dimension of 1.0m.</p>
<b>Decision Guidelines</b>	<p>The design response.</p> <p>Whether there are other windows in the habitable room which have access to daylight.</p>	
<b>Objective</b>	To allow adequate daylight into new habitable room windows.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.05-4 Private open space objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B28</b>	<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><b>GRZ2:</b> <i>"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 rooftop area of 10 square metres with a minimum width of 2.0 metres and convenient access from a living room"</i></p>	<p><b>Standard met</b></p> <p><u>Dwelling 1:</u> Total POS: 34sqm plus 100sqm of front yard, SPOS: 30sqm with minimum dimension of 5.0m and convenient access to SPOS from living area.</p> <p><u>Dwelling 2:</u> Total POS: 34sqm plus 100sqm of front yard, SPOS: 30sqm with minimum dimension of 5.0m and convenient access to SPOS from living area.</p> <p><u>Dwelling 3:</u> Total POS: 52sqm, SPOS: 33sqm with minimum dimension of 5.4m and convenient access to SPOS from living area.</p> <p><u>Dwelling 4:</u> Total POS: 52sqm, SPOS: 33sqm with minimum dimension of 5.4m and convenient access to SPOS from living area.</p> <p><u>Dwelling 5:</u> Total POS: 50qm, SPOS: 40sqm with minimum dimension of 6.0m and convenient access to SPOS from living area.</p> <p><u>Dwelling 6:</u> Total POS: 50sqm, SPOS: 40sqm with minimum dimension of 6.0m and convenient access to SPOS from living area.</p> <p><u>Dwelling 7:</u> Total POS: 56sqm, SPOS: 31sqm with minimum dimension of 5.1m and convenient access to SPOS from living area.</p> <p><u>Dwelling 8:</u> Total POS: 56sqm, SPOS: 31sqm with minimum dimension of 5.1m and convenient access to the living area.</p>

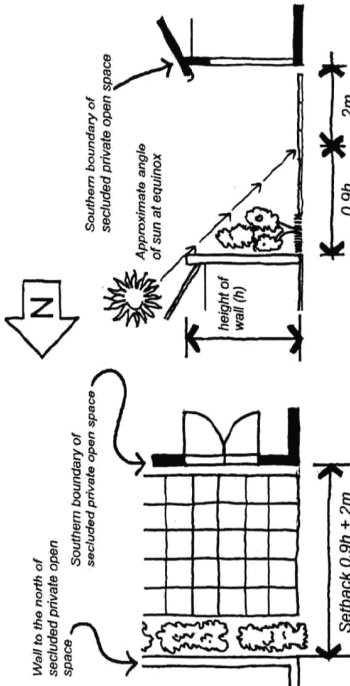
## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

	<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"> <li>• 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</li> <li>• A balcony of 8 square metres with a minimum width of 1.6 metres and convenient access from a living room, or</li> <li>• A roof-top area of 10 square metres with a minimum width of 2 metres and convenient access from a living room.</li> </ul> <p>The balcony requirements in Clause 55.05-4 do not apply to an apartment development.</p>	N/A
<b>Decision Guidelines</b>	<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>	
<b>Objective</b>	To provide adequate private open space for the reasonable recreation and service needs of residents.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.05-5 Solar access to open space objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B29</b>	<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 <math>(2 + 0.9h)</math> metres, where 'h' is the height of the wall.</p> <p><b>Diagram B5 Solar access to open space</b></p> 	<p>✓ <b>Standard met</b></p> <p>Where possible, private open space is located on the north side of the dwellings.</p> <p>✓ <b>Standard met</b></p> <p>Unit 7</p> <p>Wall height approx. 3.1m Requirement 4.79m Provided 6.0m</p> <p>Unit 8</p> <p>Wall height approx. 3.3m Requirement 4.97m Provided 6.0m</p>
<b>Decision Guidelines</b>	<p>The design response.</p> <p>The useability and amenity of the secluded private open space based on the sunlight it will receive.</p>	
<b>Objective</b>	<p>To allow solar access into the secluded private open space of new dwellings and residential buildings.</p>	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (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.	<b>✓ Standard met</b> Each dwelling provided with a minimum 6 cubic metres of external storage in form of a storage shed.
Objective	To provide adequate storage facilities for each dwelling.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.06-1 Design detail objective**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B31</b>	<p>The design of buildings, including:</p> <ul style="list-style-type: none"> <li>• Façade articulation and detailing,</li> <li>• Window and door proportions,</li> <li>• Roof form, and</li> <li>• Verandahs, eaves and parapets,</li> </ul> <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><b>Standard met</b></p> <p>The proposed front setback, external materials and roof form is consistent with the existing and preferred character of the area.</p>
<b>Decision Guidelines</b>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The effect on the visual bulk of the building and whether this is acceptable in the neighbourhood setting.</p> <p>Whether the design is innovative and of a high architectural standard.</p>	<p><b>Standard met</b></p> <p>The garages are visually compatible with the neighbourhood character.</p>
<b>Objective</b>	To encourage design detail that respects the existing or preferred neighbourhood character.	



**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (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"><li>• The maximum height specified in a schedule to the zone, or</li></ul> <p><b><u>All schedules to all residential zones:</u></b></p> <p><b><i>"Maximum 1.5 metre height in streets in Road Zone Category 1 1.2 metre maximum height for other streets"</i></b></p> <ul style="list-style-type: none"><li>• If no maximum height is specified in a schedule to the zone, the maximum height specified in Table B3.</li></ul> <p><b>Table B3 Maximum front fence height</b></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>N/A 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>							

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.06-3 Common property objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
Standard B33	Developments should clearly delineate public, communal and private areas.	<p>✓ <b>Standard met</b></p> <p>Private spaces delineated by fencing and vegetation.</p>
Objectives	Common property, where provided, should be functional and capable of efficient management.	<p>✓ <b>Standard met</b></p>
	To ensure that communal open space, car parking, access areas and site facilities are practical, attractive and easily maintained.	
	To avoid future management difficulties in areas of common ownership.	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****Clause 55.06-4 Site services objectives**

Title & Objective	Standards	Standard Met/Standard Not Met/NA
<b>Standard B34</b>	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.	<b>Standard met</b> Sewer pipe located along the rear boundary and the garages for Dwellings 7 and 8 are located in proximity to this asset. The applicant has provided consent from South East Water who do not object to the proposal but will require alterations to the sewer at the developers cost.
	Bin and recycling enclosures, mailboxes and other site facilities should be adequate in size, durable, waterproof and blend in with the development.	<b>Standard met</b> Mailboxes for the development provided to front of site. Each unit provided with bin area and communal meter boxes provided.
	Bin and recycling enclosures should be located for convenient access by residents.	<b>Standard met</b> Rubbish and recycling bins located within POS area of each unit.
	Mailboxes should be provided and located for convenient access as required by Australia Post.	<b>Standard met</b> Mailboxes provided.
	The design response.	
<b>Decision Guidelines Objectives</b>	To ensure that site services can be installed and easily maintained.	
	To ensure that site facilities are accessible, adequate and attractive.	

**2.3.3 Town Planning Application - No. 12 &14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION – NOS. 12 & 14 GRACE AVENUE,  
DANDENONG (PLANNING APPLICATION NO. PLN20/0102)**

**ATTACHMENT 5**

**CLAUSE 52.06 ASSESSMENT**

**PAGES 6 (including cover)**

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

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)****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/N/A
Design standard 1 - Accessways	Accessways must:	✓ <b>Standard met</b>
	• Be at least 3 metres wide.	Each accessway has a minimum of 3.0 metres wide.
	• Have an internal radius of at least 4 metres at changes of direction or intersection or be at least 4.2 metres wide.	✓ <b>Standard met</b>
	• 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.	N/A
	• Provide at least 2.1 metres headroom beneath overhead obstructions, calculated for a vehicle with a wheel base of 2.8 metres.	✓ <b>Standard met</b>
	• 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.	No overhead obstructions identified. ✓ <b>Standard met</b>
	• 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.	N/A
	• 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.	✓ <b>Standard met</b>
	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.	N/A
	If entry to the car space is from a road, the width of the accessway may include the road.	N/A

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

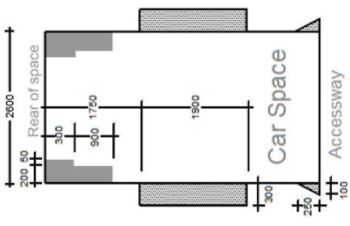
## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

Design standard 2 – Car parking spaces	Car parking spaces and accessways must have the minimum dimensions as outlined in Table 2.				✓ <b>Standard met</b>  Unit 1 Garage – 6.0m x 3.5m and tandem car space – 2.6m x 4.9m  Unit 2 Garage – 6.0m x 3.5m and tandem car space – 2.6m x 4.9m  Unit 3 Garage – 6.0m x 3.5m and car space – 2.6m x 4.9m  Unit 4 Garage – 6.0m x 3.5m  Unit 5 Garage – 6.0m x 3.5m  Unit 6 Garage – 6.0m x 3.5m  Unit 7 Garage – 6.0m x 3.5m  Unit 8 Garage – 6.0m x 3.5m  Visitor car space – 2.6m x 4.9m																																
	<b>Table 2: Minimum dimensions of car parking spaces and accessways</b>																																				
	<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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		5.2 m	3.0 m	4.9 m																																	
	4.8 m	3.2 m	4.9 m																																		
<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>																																					

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

<p>✓ <b>Standard met</b> Adequate clearance provided.</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"> <li>• 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.</li> <li>• A structure, which may project into the space if it is at least 2.1 metres above the space.</li> </ul> <p><b>Diagram 1 Clearance to car parking spaces</b></p>  <p>Diagram 1 shows a plan view of a car space and its surrounding areas. Dimensions are given in millimetres. The car space is 19500mm wide. The rear of the space is 2600mm wide. The clearance required area is 3000mm wide. The tree or column permitted area is 1750mm wide. The accessway is 1000mm wide. The diagram also shows a 300mm clearance from the rear of the space to the rear of the car space.</p>	<p>✓ <b>Standard met</b></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>✓ <b>Standard met</b> Tandem car space for Dwellings 1 and 3 have been provided with 500mm clearance.</p>	
	<p>Where two or more car parking spaces are provided for a dwelling, at least one space must be under cover.</p>	<p>✓ <b>Standard met</b></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>N/A</p>	

## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (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.	N/A																
	<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%)	
	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%)																
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.	N/A																	
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.	N/A																	
Design standard 4: Mechanical parking	Mechanical parking may be used to meet the car parking requirement provided: <ul style="list-style-type: none"><li>At least 25 per cent of the mechanical car parking spaces can accommodate a vehicle clearance height of at least 1.8 metres.</li><li>Car parking spaces the require the operation of the system are not allowed to visitors unless used in a valet parking situation.</li><li>The design and operation is to the satisfaction of the responsible authority.</li></ul>	N/A																
		N/A																
		N/A																
Design standard 5: Urban design	Ground level car parking, garage doors and accessways must not visually dominate public space.	✓ Standard met																
	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																
	Design of car parks must take into account their use as entry points to the site.	✓ Standard met																



## ORDINARY COUNCIL MEETING - AGENDA

**2.3.3 Town Planning Application - No. 12 & 14 Grace Avenue, Dandenong (Planning Application No. PLN20/0102) (Cont.)**

	Design of new internal streets in developments must maximise on street parking opportunities.	✓ Standard met
<b>Design standard 6: Safety</b>	Car parking must be well lit and clearly signed.	✓ Standard met
	The design of car parks must maximise natural surveillance and pedestrian visibility from adjacent buildings.	✓ Standard met
	Pedestrian access to car parking areas from the street must be convenient.	✓ Standard met
	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.	✓ Standard met
	The layout of car parking areas must provide for water sensitive urban design treatment and landscaping.	✓ Standard met
<b>Design standard 7: Landscaping</b>	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
	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.	N/A

### **3 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 Greater Dandenong City Council. Questions must comply with clause 31 of Council's current Meeting Procedure Local Law.**

#### **QUESTIONS FROM THE GALLERY**

Questions are limited to a maximum of three (3) questions per individual. Where time constraints deem it likely that not all questions can be answered within the time allowed for Question Time, the Mayor at his/her discretion may determine only the first question may be presented verbally with others deferred to be managed in the same manner as public questions not verbally presented. Priority will be given to questions that relate to items on the Council Agenda for that meeting. Questions including any preamble should not exceed 300 words.

b) All such questions must be received in writing on the prescribed form or as provided for on Council's website and at Ordinary meetings of Council. Where there are more than three (3) questions received from any one individual person, the Chief Executive Officer will determine the three (3) questions to be considered at the meeting.

c) All such questions must clearly note a request to verbally present the question and must be received by the Chief Executive Officer or other person authorised for this purpose by the Chief Executive Officer no later than:

- i) the commencement time (7.00pm) of the Ordinary meeting if questions are submitted in person; or
- ii) noon on the day of the Ordinary meeting if questions are submitted by electronic medium.

d) A question can only be presented to the meeting if the Chairperson and/or Chief Executive Officer has determined that the question:

- i) does not relate to a matter of the type described in section 89(2) of the Act (confidential matters);
- ii) does not relate to a matter in respect of which Council has no power to act;
- iii) is not defamatory, indecent, abusive or objectionable in language or substance, and is not asked to embarrass a Councillor or Council officer; and
- iv) is not repetitive of a question already asked or answered (whether at the same or an earlier meeting).

e) If the Chairperson and/or Chief Executive Officer has determined that the question may not be presented to the Meeting, then the Chairperson and/or Chief Executive Officer:

- i) must advise the Meeting accordingly; and
- ii) will make the question available to Councillors upon request.

f) The Chairperson shall call on members of the gallery who have submitted an accepted question to ask their question verbally if they wish.

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**3 QUESTION TIME - PUBLIC (Cont.)**

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

## **4 OFFICERS' REPORTS - PART TWO**

### **4.1 POLICY AND STRATEGY**

#### **4.1.1 Greater Dandenong Annual Report 2019-20**

File Id:

Responsible Officer:

Director Corporate Services

Attachments:

Annual Report 2019-20

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***The recommendation for this report does not contravene section 69 of the Local Government Act 2020, nor does it represent a significant decision under Council's Election Period (Caretaker) Policy.***

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#### **Report Summary**

The purpose of this report is to enable Council to consider and adopt the Greater Dandenong City Council Annual Report 2019-20 in accordance with the requirements of Section 134 of the *Local Government Act 1989* and Section 17 of the *Local Government (Finance and Reporting) Regulations 2014*.

The Annual Report was submitted to the Minister for Local Government on 28 September 2020.

#### **Recommendation Summary**

This report recommends that the Annual Report on Council's operations for the financial year ending 30 June 2020 be adopted.

---

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### Background

Council has a statutory obligation to prepare an Annual Report that is in accordance with section 131 of the *Local Government Act 1989*. The Annual Report must be lodged with the Minister for Local Government by 30 September each year and Council is required to publicly consider the report after it has been sent to the Minister.

The Annual Report must contain:

- A report of the Council's operations
- Audited financial statements
- An audited performance statement

The audited statements were approved in-principle by Council at the 14 September 2020 Ordinary Council Meeting. Subsequent to this, the Auditor-General's endorsement of the statements has been received with no further amendment.

The City of Greater Dandenong Annual Report 2019-20 meets all legislative requirements.

The presentation of the completed Annual Report 2019-20 to this meeting is a condition of the *Local Government Act 1989* and *Local Government (Finance and reporting) Regulations 2004* which require Council to consider the annual report at a meeting of the council within one month of providing the annual report to the Minister for Local Government.

Presentation of the Annual Report to this meeting was advertised prior to the meeting date and the report was made available for inspection on Council's website. Copies of the adopted Annual Report will be made available at Council's customer service centres and libraries, subject to COVID-19 restrictions, and on Council's website at [www.greaterdandenong.com](http://www.greaterdandenong.com) on Tuesday 13 October 2020.

The City of Greater Dandenong Annual Report 2019-20 also incorporates a *Performance Highlights* section, highlighting Council's major achievements for the financial year ending 30 June 2020.

Printed copies of the report are available to interested members of the public upon request.

### Proposal

That Council, after considering the Annual Report in accordance with the legislative requirements of the *Local Government Act 1989*, adopts the Annual Report 2019-20.

---

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (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 2017-21**

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
- A city planned for the future

##### Opportunity

- A diverse and growing economy

---

#### **4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**

- An open and effective Council

#### **Related Council Policies**

Financial Management 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 Financial Statements of Greater Dandenong City Council, as included in the attached Annual Report, are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and notes accompanying these financial statements. This report complies with Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1989* and the *Local Government (Finance and Reporting) Regulations 2014*.

The Financial Statements are consolidated accounts of Council and the Dandenong Market Pty Ltd. These statements indicate the financial performance for the year ending 30 June 2020 and the financial position as at 30 June 2020.

The Comprehensive Income Statement highlights that Greater Dandenong City Council's accounting surplus for the financial year is \$16.48 million (\$31.28 million in 2018-19). Lastly, in order to reach the comprehensive income result, Council has recorded a net revaluation increment in its land and buildings asset values of \$29.15 million resulting in a Comprehensive Income Statement surplus result of \$44.89 million. It is emphasised that these are accounting results only and comprise significant non-cash items.

#### **Consultation**

The Annual Report 2019-20 has been compiled from information provided by the executive team, managers and staff across the organisation regarding the various performance achievements.

#### **Conclusion**

Council has a legislative requirement to prepare an Annual Report, submit it to the Minister for Local Government by 30 September each year and hold a public meeting to adopt the Annual Report. The Greater Dandenong City Council Annual Report 2019-20 was submitted to the Minister for Local Government on 28 September 2020 and is now presented to Council for final adoption.

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**

**Recommendation**

**That Council, after considering the Annual Report in accordance with the legislative requirements of the *Local Government Act 1989*, adopts the Greater Dandenong City Council Annual Report 2019-20.**



---

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**

**POLICY AND STRATEGY**

**GREATER DANDENONG ANNUAL REPORT 2019-20**

**ATTACHMENT 1**

**GREATER DANDENONG ANNUAL REPORT  
2019-20**

**PAGES 239 (including cover)**

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

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**



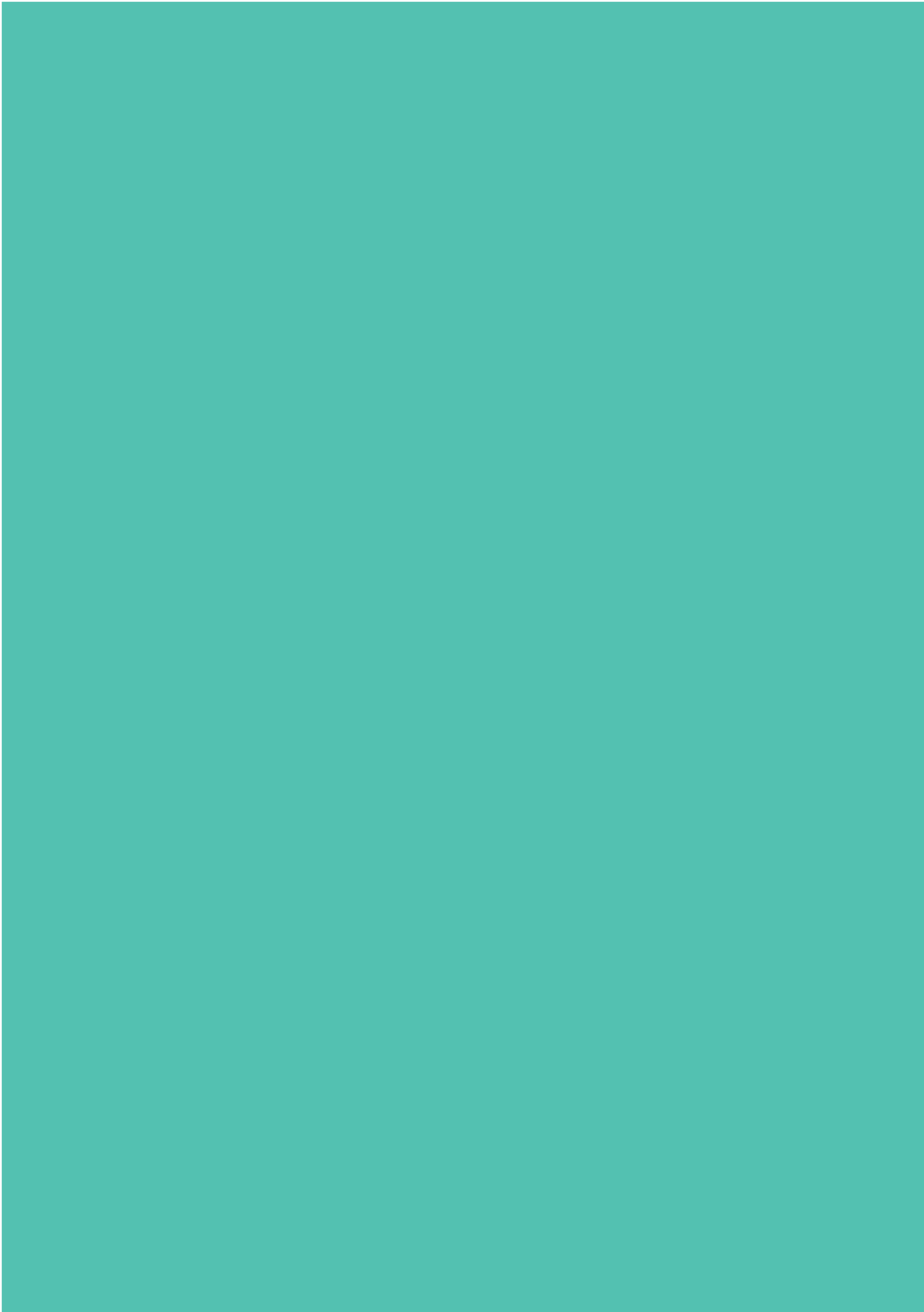
[www.greaterdandenong.com](http://www.greaterdandenong.com)

# ANNUAL REPORT 2019–20



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**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

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**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**

## OUR GREAT CITY



**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## OUR GREAT CITY



Greater Dandenong is the **most culturally diverse locality in Australia** and has an estimated population of 168,000 people with a forecast of 205,000 people by 2028.

The most widely spoken languages are **Vietnamese, Khmer, Punjabi, Mandarin, Cantonese** and **Greek**.

**Two thirds of residents** in the city **speak languages other than English** at home and 18 per cent of residents have limited fluency in the use of spoken English.

**Nearly two thirds** of residents were **born overseas** and residents come from **157 different birthplaces**.

Quality infrastructure across the city includes **188km of bike and shared paths, 1,100km of footpaths** and **152 playgrounds**.



The **Afghan Bazaar** cultural precinct and **Melbourne's first Indian cultural precinct** bring many visitors to the city along with the **iconic Dandenong Market** which attracts over **five million visitors** a year.

It is home to **35** sports reserves, **197** parks totalling **523** hectares and **33** bushland areas



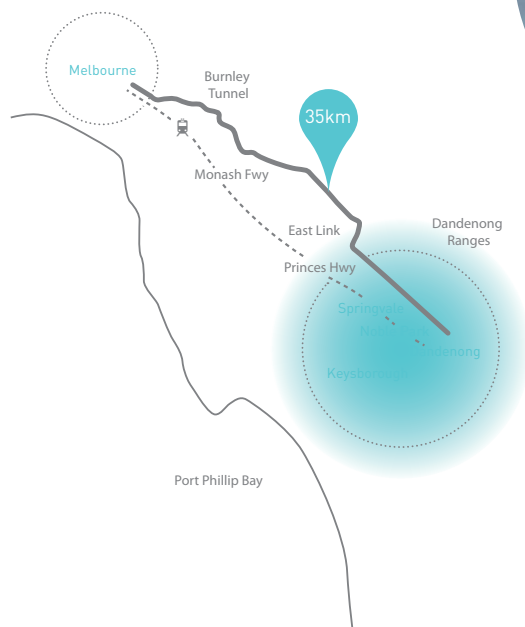
#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



**Key industries** within the municipality include **health care and social assistance, retail trade, wholesale trade and transport, postal and warehousing.**

Tourism is a key focus for Council and the area has **many attractions** including **cultural precincts, culturally diverse cuisine, and food and shopping tours.**

The **City of Greater Dandenong** is renowned as the **manufacturing hub of Victoria** with the industry accounting for **17 per cent of all jobs.**



The City of Greater Dandenong encompasses an area of **129 square kilometres in Melbourne's south east**, approximately 35km from the Melbourne central business district.



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## OUR GREAT CITY

### Our Vision

Greater Dandenong is a safe and vibrant city of opportunity for all – to visit, work, live and play

### Our Key Strategic Objectives

#### People

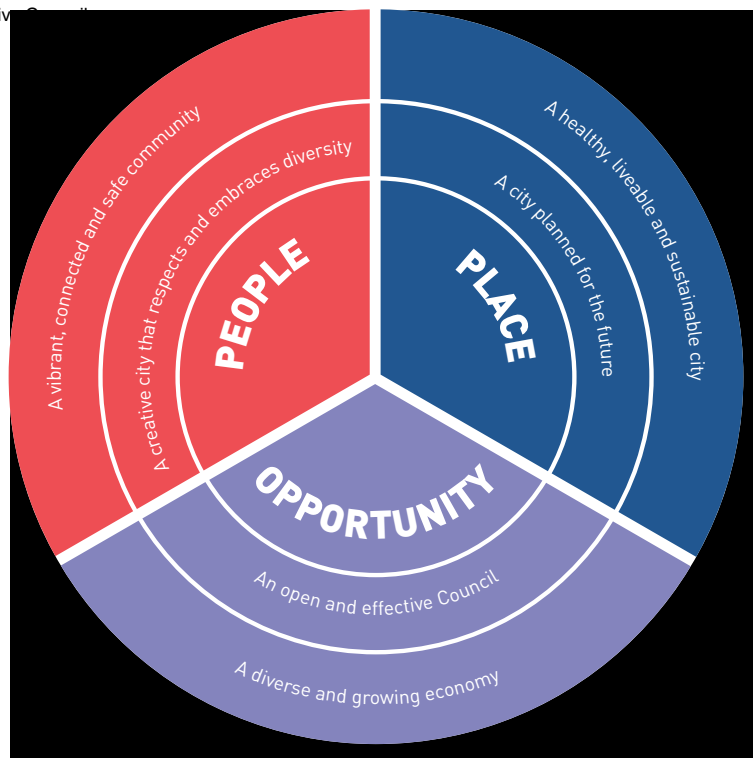
- A vibrant, connected and safe community
- A creative city that respects and embraces diversity

#### Place

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

#### Opportunity

- A diverse and growing economy
- An open and effective Council



**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## OUR GREAT CITY

### Message from the Mayor

The City of Greater Dandenong is a vibrant, diverse and welcoming community that has shown its resilience in the face of recent challenges.

Our emergency management response to the state-wide impact of bushfires in Gippsland at the start of 2020 showed that our community was adaptable and supportive.

While still assisting bushfire recovery efforts the global COVID-19 pandemic hit and Council swung into immediate action to protect the health and safety of our community.

Council offered a financial relief package including rate relief for some of our most vulnerable residents. Money and resources were also put towards a substantial material aid program that was co-ordinated from Springvale City Hall.

Throughout the pandemic Council continued to deliver essential services while exploring ways to help our community remain safe.

Advocacy is an important role of Council and over the past year we have worked with our community and other tiers of government to effect change.

Greater Dandenong is the most culturally diverse community in Australia and we have one of the highest populations of people seeking asylum. Over the past 12 months we continued to advocate for better support and financial services for people seeking asylum.

In November 2019 we held our annual Walk Against Family Violence and participated in the global 16 Days of Activism Against Gender Based Violence.

In January 2020 we declared a Climate and Ecological Emergency and also developed a Climate Change Strategy and Action Plan to prepare for the impacts of climate change.

Other strategies developed over the past year include the Urban Forest Strategy and the revised Open Space Strategy. The Make Your Move Physical Activity Strategy also looked at how we can support our residents to be more active and healthy and remove barriers that prevent people from taking part in regular activity.

Council continued to invest in quality facilities and projects that add value and enjoyment to the lives of people who live and work in our city and our many visitors.

The Springvale Community Hub was completed, and while the opening was delayed by the COVID-19 pandemic, the precinct is set to become the new heart of Springvale. The project has unfolded over the past few years and began with the refurbishment of the Springvale City Hall. The area is now a world-class space providing a variety of learning, leisure and cultural opportunities.

We continued to implement park master plans across several locations, including at Dandenong Park, where the final stages of the works include the creation of a 'tan' style running track and refurbishment of the historic Rotary Wheel.

Renowned as a City of Celebration, Greater Dandenong hosted 57 community events, with more than 20 unfortunately cancelled due to the COVID-19 pandemic. Key events held in 2019, including Snow Fest, Little Day Out, Carols in Harmony Square, New Year's Eve and the Australia Day Festival, attracted a combined total of more than 80,000 people.

Council once again achieved a record performance rating on the Community Satisfaction Survey, outscoring other metropolitan local governments on six of seven key measures. Results regarding residents feelings of safety increased by six points from 2019.

Across the local government sector the new *Local Government Act* to be implemented has been described as 'the most ambitious reform in the sector in 30 years'. It includes new overarching governance principles for community engagement, public transparency, strategic planning, good practice guidelines, service performance and financial management. These changes affect the way Council works, reports and engages with our community, but we always put the people first and will continue to do that.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

As Mayor of this city I am proud to present the 2019-20 Annual Report. We have achieved a lot over the past year, often under trying and unusual circumstances, and the above is just a highlight of the work we have carried out. I encourage you to look through this document to learn more.

I would like to thank my fellow Councillors and Council staff for their commitment to making the City of Greater Dandenong such a great place to visit, work, live and play.



**Cr Jim Memeti**  
Greater Dandenong Mayor



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## OUR GREAT CITY

### Chief Executive Officer's Report

2019–20 has been a very successful yet challenging year for both Greater Dandenong City Council and its community. We have continued our focus on providing key community services, undertaking advocacy and completing major construction projects which provide state of the art facilities. In the second half of the year the impacts of the COVID-19 pandemic have undeniably changed the way we operate as a Council and how we continue to support both our residents and businesses. The pandemic has required a greater degree of flexibility and adaptability in our service delivery and we have embraced many online and virtual offerings to ensure we remain connected to our community.

Among other initiatives, Council acted quickly to provide relief to its residents via a \$4 million package to assist the most vulnerable members of our community via rate rebates and waivers. Council also committed over \$300,000 towards a material aid program which has since helped to feed thousands of local people in need. I was particularly proud of the way these were enacted so quickly and the community was able to receive tangible benefits in such difficult times.

In spite of these challenges and the ever-changing landscape I am pleased to share with you some of the many achievements of Council over the last 12 months which have benefited our city:

- completion of the new Springvale Community Hub – a fantastic new facility designed as a community centred place of connection. Unfortunately we were unable to open the building as planned due to the pandemic, but I am confident once the community get to see and experience this incredible venue they will be suitably impressed;
- Dandenong Park improvements including the construction of a 'Tan' style running track, an upgraded rotary wheel, and general park and landscape improvements;
- six major events were held with over 80,000 attendees – including Snowfest, Cinema in the Square and Little Day Out;
- a new multi-sport park was completed in Walker Street – reflecting our ongoing partnership with the State Government and Development Victoria;

- strong advocacy campaigns including Council's declaration of a climate emergency, participation in the 16 days of activism campaign against family violence, and support for the Raise the Rate campaign;
- the Community Satisfaction Survey outcomes placed Council at the top end of Victorian Councils for another year;
- sustainability projects, as part of the Urban Tree Strategy, saw 3,338 trees planted;
- a new IT Strategy and digital framework was developed to meet the needs of a growing online community;
- 77 community arts programs were delivered including 22 online; and
- a site for the new Keysborough South Community Hub was selected in consultation with community members.

Asset renewal and upgrades continue to be a focus each year and in addition to the major projects completed this year many others are underway or planned including a new Dandenong Aquatic and Wellbeing Centre to replace Oasis and upgrades to the Noble Park Aquatic Centre. The Aquatic Strategy was endorsed by Council and the feasibility study for NPAC Stage 1 and business case for the development to replace Oasis have been completed. These facilities will enhance community health and wellbeing; maximise equity and access; and facilitate social connection.

I encourage you to read the performance section and service summaries of this report which highlight more of the operational and key project achievements which confirm our commitment to making the City of Greater Dandenong a city of opportunity.

#### Sound Financial Management

Council's operating result was a surplus of \$16.48 million. It is important to note that these surpluses are 'accounting surpluses' which include a range of non-cash items such as depreciation on Council assets, assets written off, assets gifted to Council by developers (eg. roads, footpaths and open space) and exclude cash costs such as capital expenditure.

Through sound and prudent leadership by Council and management by staff, Council remains in a healthy financial position although it must again be stated, that this will be tested into the future by COVID-19 and the compounding effect of rate capping.



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

Despite these obvious challenges, Council remains focused on its purpose and objective – to provide quality services and assets to the people and businesses of this city. As stated in previous years, Council will not allow its hard earned and sound financial position to be unreasonably impacted by external challenges.

##### **Capital Improvements**

\$58.03 million was spent on capital improvements during the year, \$29.19 million was on asset renewals with a further \$6.15 million on upgrades to existing infrastructure assets.

It is pleasing to report that the funding of basic infrastructure – roads, footpaths and drains – in 2019–20, was maintained at \$12.44 million. This investment continues to underpin the importance of Council's maintenance and protection of existing assets.

The new *Local Government Act* received royal assent in March and Council has commenced the necessary work required for its implementation. The new Act is designed to improve local government democracy, accountability and service delivery and how Council's engage effectively with their communities. The principles based Act will be implemented in four stages with the final stage planned for July 2021. We look forward to improving the way we deliver services under the Act and are committed to ensuring greater transparency and accountability.

I commend the Council on its leadership and achievements in 2019-20 and thank the many wonderful staff who remain committed to local government service within Greater Dandenong City Council.

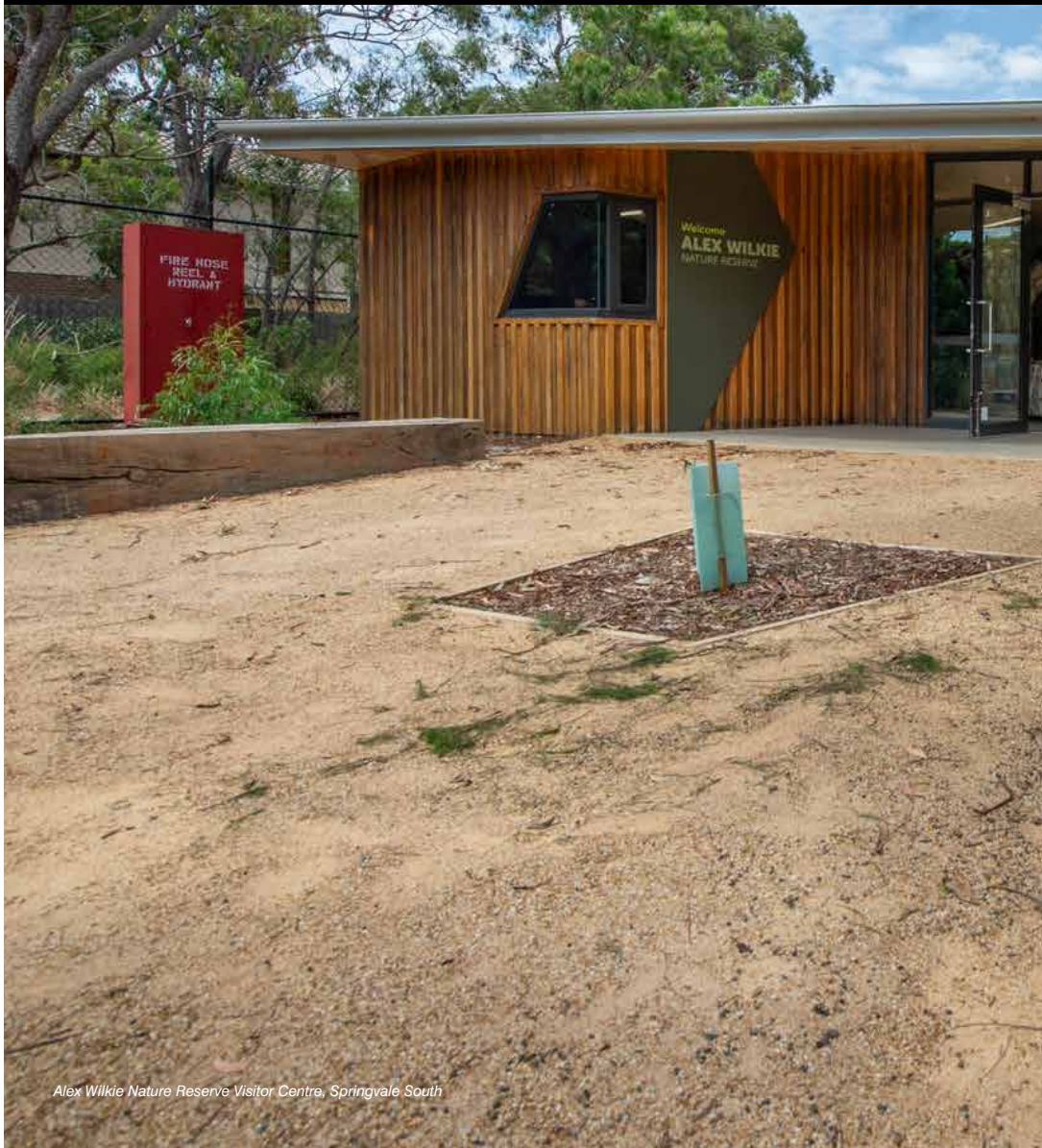


**John Bennie PSM**  
Chief Executive Officer



**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**

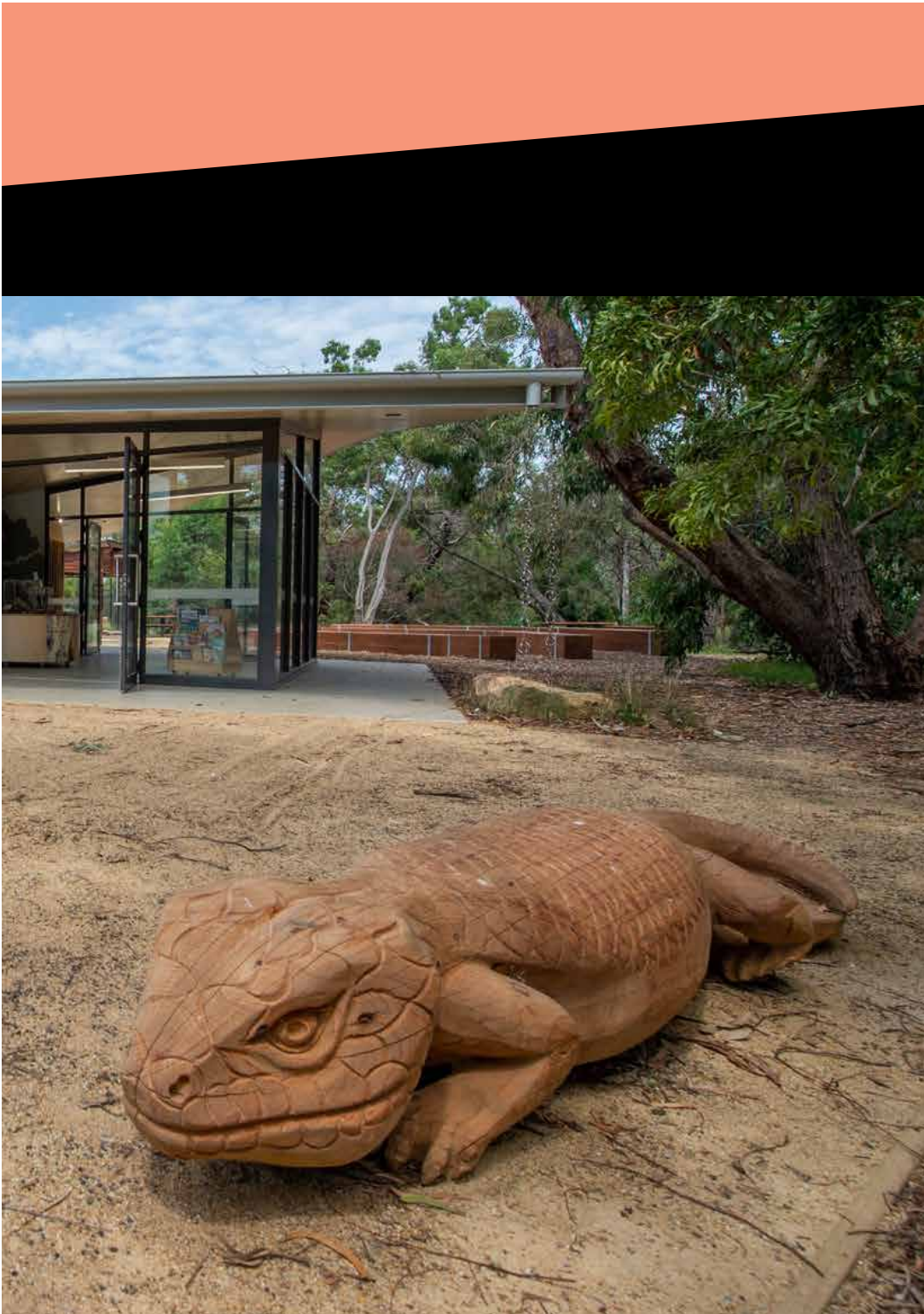
## PERFORMANCE HIGHLIGHTS



*Alex Wilkie Nature Reserve Visitor Centre, Springvale South*



**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**





#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### PERFORMANCE HIGHLIGHTS



**57** community events were held with **80,000** attendees



**200** volunteers were active participants in programs



**39,209** hours were worked by Maternal and Child Health nurses



**46 per cent** of residents felt safe walking alone at night, compared to 40 in 2019



**1,278** contacts participated in youth leadership programs and committees



**749** planning application decisions were made



**100 per cent** of class 1 and 2 food premises received a food safety assessment



**48.51 per cent** of kerbside waste was diverted from landfill



**28,563** tonnes of recyclables and green organic waste were collected from household bins



**Zero** Council resolutions were made at meetings closed to the public



Council's aquatic facilities had over **500,000** visits



Family support engaged with **174** families and **417** children providing **10,160** hours of support

















**23** arts and cultural heritage exhibitions were presented



**3,338** street trees were planted

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



 <b>1,436</b> annual food inspections were conducted	 <b>91</b> business activities were conducted through SEBN	 <b>2,884</b> people participated in the HomeCycle and Drop Off Recycle Re-use events
 <b>3,322</b> children under 20 were immunised as part of the National Immunisation Program	 <b>77</b> community arts participation programs and engagements were delivered	 Council's social media channels grew by <b>17.3 per cent</b>
 <b>2</b> community transport forums were held	 <b>80</b> students from <b>14</b> local primary schools attended the Children's Forum	 <b>600,711</b> people visited the Dandenong and Springvale libraries
 <b>60</b> people with disabilities attended an all abilities sporting event in line with International Day of Persons with Disabilities	 <b>4,024</b> adolescents were immunised as part of the secondary school vaccination program	 <b>34,241</b> Council transactions were completed online totalling <b>\$17,912,197</b>
 The Home exhibition attracted over <b>900</b> visitors	 <b>1,450 sqm</b> of additional land was acquired for open space	

Performance Highlights • 17

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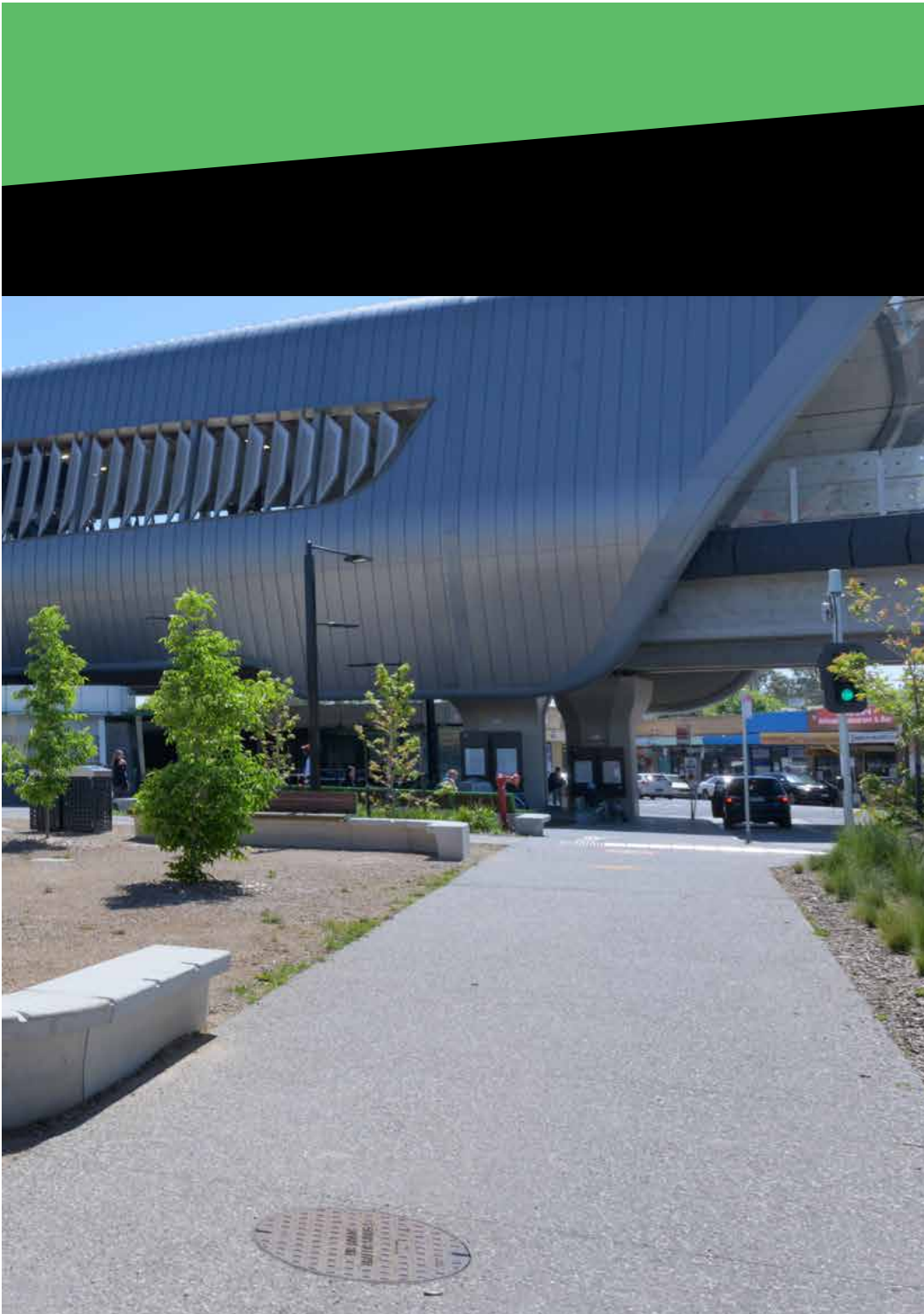
**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**

# CORPORATE GOVERNANCE



*Noble Park Skyrail and Train Station*

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## CORPORATE GOVERNANCE

### The Council

Greater Dandenong City Council's 11 Councillors (Council) are elected as representatives of all residents and ratepayers within the city and have a statutory responsibility to represent all people that live, participate and invest within the City of Greater Dandenong. Under the *Local Government Act 1989*, Council's key responsibilities include:

- acting as a representative government by taking into account the diverse needs of the local community in decision-making;
- providing leadership by establishing strategic objectives and monitoring their achievement;
- maintaining the viability of Council by ensuring that resources are managed in a responsible and accountable manner;
- advocating the interests of the local community to other communities and governments;



- fostering community cohesion and encouraging active participation in civic life; and
- making all decisions impartially and in the best interests of the whole community.

Greater Dandenong City Council was elected on 22 October 2016. The next Council elections are scheduled for 24 October 2020.

### Suburbs

#### Lightwood Ward

Springvale  
Springvale South

#### Paperbark Ward

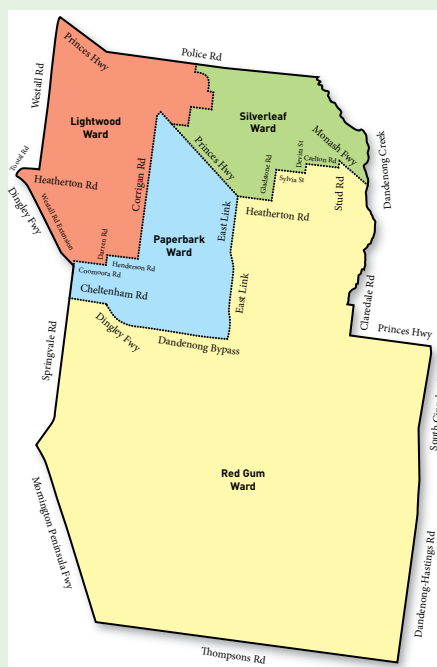
Keysborough  
Noble Park

#### Red Gum Ward

Dandenong  
Dandenong South  
Lyndhurst  
Bangholme

#### Silverleaf Ward

Noble Park North  
Dandenong North





#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



### Your Councillors

LIGHTWOOD WARD	PAPERBARK WARD	RED GUM WARD	SILVERLEAF WARD
Suburbs: Springvale and Springvale South	Suburbs: Keysborough and Noble Park	Suburbs: Dandenong, Dandenong South, Lyndhurst and Bangholme	Suburbs: Noble Park North and Dandenong North
			
<b>Cr Youhorn Chea</b> Term as a Councillor: 1997–present Mayoral terms: 2001–02, 2006–07, 2011–12, 2017–18	<b>Cr Roz Blades AM</b> Term as a Councillor: 1987–1994 (Springvale), 1997–12 October 2019 (resigned) Mayoral terms: 1992 (Springvale), 1998–99, 2010–11, 2018–19	<b>Cr Matthew Kirwan</b> Term as a Councillor: 2012–present	<b>Cr Zaynoun Melhem</b> Term as a Councillor: 2016–present
			
<b>Cr Sean O'Reilly</b> Term as a Councillor: 2012–present Mayoral term: 2014–15	<b>Cr Peter Brown</b> 1987–1994 (Springvale), March 2003– October 2016, November 2019–present Mayoral term: 2005–06	<b>Cr Angela Long</b> Term as a Councillor: 1997–2005 and 2008–present Mayoral terms: 2000–01, 2012–13	<b>Cr Maria Sampey</b> Term as a Councillor: 2000–present Mayoral term: 2004–05
			
<b>Cr Loi Truong</b> Term as a Councillor: 2008–present	<b>Cr Tim Dark</b> Term as a Councillor: 2016–present	<b>Cr Jim Memeti</b> Term as a Councillor: 2005–present Mayoral terms: 2009–10, 2013–14, 2016–17, 2019–20	
			
	<b>Cr Sophie Tan</b> Term as a Councillor: January 2019–present		

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## CORPORATE GOVERNANCE

### Governance

Greater Dandenong City Council is committed to good corporate governance. The development of policies, codes of practice and systems, together with adherence to legislative requirements and transparent reporting, are all part of Greater Dandenong's commitment to open and accountable government.

The Chief Executive Officer (CEO) is appointed by Council for the purpose of managing the operations of the organisation. The CEO then delegates operational functions and duties to Council officers that will be undertaken in an accountable, efficient and effective manner.

### Code of Conduct – Councillors

Greater Dandenong City Council's Code of Conduct – Councillors sets out guidelines within which elected representatives must operate. It outlines behaviours and actions which reduce the risk of corruption or misuse of Council assets, including information.

The Code of Conduct – Councillors is a key component of Greater Dandenong's commitment to open and accountable government and is available online at [www.greaterdandenong.com](http://www.greaterdandenong.com)

### Council Meetings

Council conducts its business in open and publicly advertised meetings.

Council meetings are generally held on the second and fourth Monday of each month and commence at 7.00pm. All Council meetings are held in the Council Chamber at 225 Lonsdale Street, Dandenong unless otherwise notified.

Council's ordinary meetings are held to consider items such as planning permit applications, capital improvement works and programs, community service matters, road and traffic management, local laws, administration and financial issues.

Special meetings of Council may be called to deal with urgent matters. The Annual Statutory Meeting is held to elect the Mayor.

All Council meetings are conducted in accordance with Council's current Meeting Procedure Local Law.

During 2019–20, there were 22 ordinary meetings and one special meeting of Council (the Annual Statutory Meeting).

Listed below is the number of meetings attended by individual Councillors. (Note: Cr Roz Blades resigned on 12 October 2019, leaving an extraordinary vacancy which was filled by a countback conducted by the Victorian Electoral Commission on 11 November 2019. Peter Brown was sworn in as a Councillor on 11 November 2019).

Note: the new Local Government Act 2020 will change some of the requirements and terminology in relation to Council Meetings in the next financial year.

Councillors from 1 July 2019–30 June 2020	Ordinary Meetings	Special Meetings
<b>Number of Meetings Held</b>	<b>22</b>	<b>1</b>
Cr Roz Blades AM	2	0
Cr Peter Brown*	14	1
Cr Youhorn Chea	19	1
Cr Tim Dark	22	1
Cr Matthew Kirwan	22	1
Cr Angela Long	17	1
Cr Zaynoun Melhem	19	1
Cr Jim Memeti	18	1
Cr Sean O'Reilly	21	1
Cr Maria Sampey	20	1
Cr Sophie Tan	18	1
Cr Loi Truong	18	1

\*Cr Brown commenced his term in November 2019 and attended all scheduled meetings during this time.

### Council Meetings Online

As part of Council's commitment to open and accountable government, all ordinary and special meetings of Council are webcast at [www.greaterdandenong.com/councilmeetings](http://www.greaterdandenong.com/councilmeetings)

During 2019–20, the average number of 'log-ins' to the live webcasts per ordinary Council meeting was 50 (a 19 per cent increase on 2018–19) with 51 'log-ins' recorded as an average against each archived (non-live) webcast of each ordinary Council meeting. Council is pleased with the results and will continue to webcast meetings.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



### Notices of Motion

A Notice of Motion is a proposal for action by a Councillor submitted to a formal meeting of Council. In the 2019–20 financial year 13 notices of motion were submitted by Councillors.

### Councillor Allowances

#### Mayoral Allowance

1 July 2019– 30 November 2019	\$98,465 (plus 9.5 per cent superannuation equivalent) with the use of a fully maintained vehicle
1 December 2019– 30 June 2020	\$100,434 (plus 9.5 per cent superannuation equivalent) with the use of a fully maintained vehicle

#### Councillor's Allowance

1 July 2019– 30 November 2019	\$30,827 (plus 9.5 per cent superannuation equivalent)
1 December 2019– 30 June 2020	\$31,441 (plus 9.5 per cent superannuation equivalent)

*Note: the new Local Government Act 2020 will change some of the requirements in relation to Councillor allowances in the next financial year.*

### Councillor Support, Reimbursement and Accountability Policy

The Councillor Support, Reimbursement and Accountability Policy allows for the administrative support needed by Councillors to perform their role and for the fair reimbursement of the costs associated with their role. The policy also provides for Mayoral and Councillors' attendances at Council meetings and Councillor briefing sessions to be published online together with a record of Councillor expenses.



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## CORPORATE GOVERNANCE

### Councillor Expenses

In accordance with Section 75 of the *Local Government Act 1989* Council is required to reimburse a Councillor for expenses incurred whilst performing their duties as a Councillor. These expenses can be found on Council's website and are updated monthly. The expenses include information technology and communication, conferences and training, travel expenses, vehicle mileage, childcare, and any other expenses claimed. The below table outlines the expenses incurred for the 2019–20 financial year.

*Note: the new Local Government Act 2020 will change some of the requirements in relation to Council Expenses in the next financial year.*

2019–20

Councillor	Information and Communication Technology <sup>#</sup>	Training & Conferences	Airfares (Travel Expenses)	Taxi/Train Fares (Travel Expenses)
<b>Cr Roz Blades</b> Paperbark Ward	\$0.68	\$100.00	\$1,058.60	\$0.00
<b>Cr Peter Brown</b> Paperbark Ward	\$0.00	\$0.00	\$0.00	\$0.00
<b>Cr Youhorn Chea</b> Lightwood Ward	\$0.00	\$2,838.36	\$1,297.07	\$1,023.82
<b>Cr Tim Dark</b> Paperbark Ward	\$0.00	\$0.00	\$0.00	\$36.65
<b>Cr Matthew Kirwan</b> Red Gum Ward	\$0.00	\$1,065.00	\$1,166.01	\$480.25
<b>Cr Angela Long</b> Red Gum Ward	\$52.75	\$0.00	\$0.00	\$0.00
<b>Cr Zaynoun Melhem</b> Silverleaf Ward	\$22.55	\$0.00	\$0.00	\$0.00
<b>Cr Jim Memeti</b> Red Gum Ward	\$0.00	\$1,336.36	\$1,058.60	\$333.87
<b>Cr Sean O'Reilly</b> Lightwood Ward	\$0.00	\$454.55	\$0.00	\$74.05
<b>Cr Maria Sampey</b> Silverleaf Ward	\$0.68	\$2,692.91	\$582.89	\$529.15
<b>Cr Sophie Tan</b> Paperbark Ward	\$0.00	\$2,585.00	\$1,050.85	\$802.92
<b>Cr Loi Truong</b> Lightwood Ward	\$0.00	\$0.00	\$0.00	\$0.00

*All figures are accurate at time of publishing but may be subject to updating and change.*

*Notes: <sup>#</sup>Councillors are provided with a range of information technology devices and compatible software to facilitate appropriate communication and business function for official Council purposes under the Councillor Support, Reimbursement and Accountability Policy. Mobile phone services are provided under corporate plans and a maximum allowance of \$100 per month of usage is provided for within the plans.*

*^ These amounts include, but are not limited to, city link tolls, travel insurance and annual membership fees.*

**12 October 2019** Cr Roz Blades resigned (effective immediately)

**11 November 2019** Cr Peter Brown sworn-in

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**



	Accommodation & Meals (Travel Expenses)	Child/ Family Care	Vehicle/ Mileage	Functions Attended	Other ^	TOTAL
	\$0.00	\$0.00	\$0.00	\$0.00	\$12.00	<b>\$1,171.28</b>
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$0.00</b>
	\$1,210.84	\$0.00	\$1,438.06	\$70.00	\$52.22	<b>\$7,930.37</b>
	\$29.00	\$0.00	\$0.00	\$170.00	\$128.56	<b>\$364.21</b>
	\$1,152.73	\$0.00	\$0.00	\$47.00	\$667.22	<b>\$4,578.21</b>
	\$0.00	\$0.00	\$1,679.04	\$538.82	\$72.22	<b>\$2,342.83</b>
	\$0.00	\$0.00	\$0.00	\$85.00	\$52.22	<b>\$159.77</b>
	\$929.56	\$0.00	\$0.00	\$375.00	\$64.22	<b>\$4,097.61</b>
	\$0.00	\$0.00	\$1,228.58	\$105.00	\$52.22	<b>\$1,914.40</b>
	\$1,275.32	\$0.00	\$2,319.36	\$532.00	\$67.22	<b>\$7,999.53</b>
	\$749.04	\$0.00	\$0.00	\$524.09	\$64.22	<b>\$5,776.12</b>
	\$0.00	\$0.00	\$0.00	\$0.00	\$52.22	<b>\$52.22</b>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## CORPORATE GOVERNANCE

### Councillor Representation and Community Consultations

On 16 November 2018, Councillors were appointed as representatives of the following organisations, committees and reference groups that assist the Council and the community in the provision of services to the people of Greater Dandenong. New appointments were made on 15 November 2019 as listed:

#### Community Organisations

Organisation	Past Councillor Liaison(s) 2018–19 1 July 2019–14 Nov 2019	New Councillor Liaison(s) 2019–20 15 Nov 2019–30 June 2020
Dandenong and District Historical Society	Cr Matthew Kirwan	Cr Matthew Kirwan
Dandenong Show Committee	Cr Matthew Kirwan Cr Angela Long Cr Zaynoun Melhem Cr Jim Memeti	Cr Matthew Kirwan Cr Zaynoun Melhem Cr Jim Memeti
Greater Dandenong Interfaith Network	Cr Roz Blades AM Cr Youhorn Chea	Cr Youhorn Chea Cr Loi Truong
South East Community Links	Cr Youhorn Chea Cr Sean O'Reilly	Cr Youhorn Chea Cr Sean O'Reilly
Springvale and District Historical Society	Cr Roz Blades AM Cr Youhorn Chea Cr Matthew Kirwan Cr Loi Truong	Cr Youhorn Chea Cr Matthew Kirwan Cr Loi Truong
Springvale Benevolent Society	Cr Roz Blades AM Cr Youhorn Chea Cr Sean O'Reilly Cr Loi Truong	Cr Youhorn Chea Cr Sean O'Reilly Cr Loi Truong

#### Councillor Liaison

It is not essential for Council to be involved in these groups – Councillors are only involved when they have the interest, the time and the inclination.

#### Protocols

Councillor Liaisons act as a liaison point between the organisation and Council as a whole and provide advice to Council or the organisation when decisions or relevant policy matters are discussed. Councillor Liaisons will generally keep informed about the work and functions of the organisation and support the role of the organisation in accordance with Council policy or direction. If a Councillor chooses to stand as an office bearer of the organisation this is undertaken separately to the role of Councillor Liaison.

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



## Council Groups and Committees

Organisation	Past Council Representative(s) 2018–19 1 July 2019–14 Nov 2019	New Council Representative(s) 2019–20 15 Nov 2019–30 June 2020
Arts Advisory Board	Cr Matthew Kirwan	Cr Matthew Kirwan
Audit Advisory Committee (AAC)	Mayor of the Day Cr Roz Blades AM Cr Matthew Kirwan Cr Maria Sampey  <i>(Note: The Mayor plus only one Councillor Representative has voting rights – who shall be determined by the AAC)</i>	Mayor of the Day Cr Matthew Kirwan Cr Maria Sampey  <i>(Note: The Mayor plus only one Councillor Representative has voting rights – who shall be determined by the AAC)</i>
Australia Day Community Assessment Panel	Mayor Councillor Councillor	Mayor of the Day Cr Youhorn Chea Cr Maria Sampey
CEO Performance Review Committee	Mayor of the Day Cr Roz Blades AM Cr Youhorn Chea Cr Matthew Kirwan Cr Angela Long Cr Jim Memeti Cr Maria Sampey	Mayor of the Day Cr Youhorn Chea Cr Tim Dark Cr Matthew Kirwan Cr Angela Long Cr Jim Memeti Cr Maria Sampey Cr Sophie Tan
Children and Family Partnership	Cr Roz Blades AM Cr Matthew Kirwan Cr Maria Sampey Cr Loi Truong	Cr Matthew Kirwan Cr Maria Sampey Cr Loi Truong
Community Safety Advisory Committee	Mayor of the Day Cr Roz Blades AM Cr Matthew Kirwan Cr Angela Long Cr Maria Sampey Cr Loi Truong	Mayor of the Day Cr Matthew Kirwan Cr Angela Long Cr Maria Sampey Cr Sophie Tan Cr Loi Truong
Cultural Heritage Advisory Committee	Cr Roz Blades AM Cr Youhorn Chea Cr Matthew Kirwan	Cr Youhorn Chea Cr Matthew Kirwan
Dandenong Market Pty Ltd*	Cr Maria Sampey Alternate – Cr Matthew Kirwan	Cr Maria Sampey Alternate – Cr Tim Dark
Dandenong Stadium Advisory Board	Cr Angela Long	Cr Angela Long
Disability Advisory Committee	Cr Roz Blades AM Cr Angela Long Cr Zaynoun Melhem Cr Maria Sampey Cr Loi Truong	Cr Angela Long Cr Zaynoun Melhem Cr Maria Sampey Cr Loi Truong

*Note: The DMPL Management Services Agreement does not specifically require an 'alternate' Council representative.*

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## CORPORATE GOVERNANCE

### Council Groups and Committees (*continued*)

Organisation	Past Council Representative(s) 2018–19 1 July 2019–14 Nov 2019	New Council Representative(s) 2019–20 15 Nov 2019–30 June 2020
Family Violence Advisory Committee	Cr Roz Blades AM Cr Youhorn Chea Cr Angela Long Cr Loi Truong	Cr Youhorn Chea Cr Angela Long Cr Sophie Tan Cr Loi Truong
Community Partnership Funding Grants Advisory and Assessment Panel – Building Capacity Grants		Mayor of the Day Cr Youhorn Chea Cr Tim Dark Cr Matthew Kirwan Cr Zaynoun Melhem
Community Partnership Funding Grants Advisory and Assessment Panel – Strategic Project Grants		Mayor of the Day Cr Peter Brown Cr Youhorn Chea Cr Tim Dark Cr Matthew Kirwan Cr Zaynoun Melhem
Community Partnership Funding Grants Advisory and Assessment Panel – Sponsorships		Mayor of the Day Cr Youhorn Chea Cr Tim Dark Cr Matthew Kirwan
Community Support Grants Advisory and Assessment Panel – Community Development		Mayor of the Day Cr Youhorn Chea Cr Tim Dark Cr Sophie Tan Cr Loi Truong
Community Support Grants Advisory and Assessment Panel – Arts, Festivals and Events		Mayor of the Day Cr Youhorn Chea Cr Tim Dark
Indian Cultural Precinct Taskforce		Mayor of the Day
Leisure Contract Advisory Group	Cr Roz Blades AM Cr Angela Long Cr Loi Truong	Cr Tim Dark Cr Angela Long Cr Loi Truong
LG Mayoral Taskforce Supporting People Seeking Asylum	Mayor of the Day	Mayor of the Day Cr Matthew Kirwan Cr Youhorn Chea <i>(Note: Only the Mayor or their delegate has voting rights)</i>
Multicultural and People Seeking Asylum Advisory Committee	Cr Roz Blades AM Cr Youhorn Chea Cr Matthew Kirwan	Cr Youhorn Chea Cr Matthew Kirwan
Positive Ageing Advisory Committee	Cr Roz Blades AM Cr Youhorn Chea Cr Maria Sampey Cr Loi Truong	Cr Youhorn Chea Cr Maria Sampey Cr Loi Truong
Reconciliation Working Group	Cr Matthew Kirwan Cr Angela Long	Cr Matthew Kirwan Cr Angela Long

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



Organisation	Past Council Representative(s) 2018–19 1 July 2019–14 Nov 2019	New Council Representative(s) 2019–20 15 Nov 2019–30 June 2020
Springvale Major Projects Advisory Group (SMPAG)	Cr Roz Blades AM Cr Youhorn Chea Cr Matthew Kirwan Cr Jim Memeti Cr Sean O'Reilly Cr Maria Sampey Cr Loi Truong	Cr Peter Brown Cr Youhorn Chea Cr Matthew Kirwan Cr Jim Memeti Cr Sean O'Reilly Cr Maria Sampey Cr Loi Truong
Sustainability Reference Committee	Cr Matthew Kirwan	Cr Matthew Kirwan Cr Sophie Tan
Taylors Road Landfill Community Reference Group*	Cr Angela Long Alternate – Cr Matthew Kirwan	Cr Angela Long Alternate – Cr Matthew Kirwan
Young Leaders	Ambassador – Cr Roz Blades AM Ambassador – Cr Zaynoun Melhem Ambassador – Cr Jim Memeti Ambassador – Cr Sean O'Reilly	Ambassador – Cr Tim Dark Ambassador – Cr Zaynoun Melhem Ambassador – Cr Jim Memeti Ambassador – Cr Sean O'Reilly Ambassador – Cr Sophie Tan

\*denotes alternate Councillor required when nominated Councillor cannot attend a meeting.

#### Councillor representatives

An essential or mandatory appointment that it is in Council's best interests to engage in, the organisation's constitution requires a Councillor representative or a Councillor or Council representative is a requirement of Council funding.

#### Protocols

Councillor representatives participate as a member of these groups by representing Council's views and to inform Council of key issues related to these organisations/groups. They act as a reference point between the organisation/group and Council as a whole and provide advice to Council or the organisation/group when decisions or major policy matters are discussed.

#### Peak Industry Bodies

Organisation	Past Council Representative(s) 2018–19 1 July 2019–14 Nov 2019	New Council Representative(s) 2019–20 15 Nov 2019–30 June 2020
Australian Local Government Women's Association (ALGWA)	Cr Roz Blades AM	Cr Sophie Tan
Municipal Association of Victoria (MAV)*	Cr Sean O'Reilly Alternate – Cr Matthew Kirwan	Cr Sophie Tan Alternate – Cr Matthew Kirwan
Victorian Local Governance Association (VLGA)*	Cr Matthew Kirwan Alternate – Cr Maria Sampey	Cr Matthew Kirwan Alternate – Cr Maria Sampey

NB: \*denotes alternate Councillor required when nominated councillor cannot attend a meeting.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## CORPORATE GOVERNANCE



### Regional Organisations and Committees

Organisation	Past Councillor Representative(s) 2018–19 1 July 2019–14 Nov 2019	New Councillor Representative(s) 2019–20 15 Nov 2019–30 June 2020
2020 Local Government Mayoral Advisory Panel	Cr Roz Blades AM	By application to Minister only
Alliance for Gambling Reform	Cr Matthew Kirwan Cr Sean O'Reilly Cr Maria Sampey	Cr Youhorn Chea Cr Matthew Kirwan Cr Sean O'Reilly Cr Maria Sampey Cr Loi Truong
Eastern Transport Coalition <sup>#</sup>	Cr Roz Blades AM Cr Youhorn Chea	Cr Youhorn Chea
Inter Council Aboriginal Consultative Committee (ICACC)	Cr Angela Long Alternate – Cr Matthew Kirwan	Cr Angela Long Alternate – Cr Matthew Kirwan
Local Governments'/Metropolitan Waste Management Forum <sup>#</sup>	Cr Matthew Kirwan Alternate 1 – Cr Maria Sampey	Cr Matthew Kirwan Alternate 1 – Cr Maria Sampey
RoadSafe South East Inc.	Cr Angela Long	Cr Angela Long
South East Councils Climate Change Alliance (SECCCA) Councillor Advisory Group	Cr Youhorn Chea Cr Matthew Kirwan	Cr Youhorn Chea Cr Matthew Kirwan
South East Region Gas Company (SERGASCo)	Cr Matthew Kirwan	Officer only will now attend
South East Melbourne (SEM)	Mayor of the Day CEO	Mayor of the Day
Welcoming Australia		Cr Youhorn Chea Cr Matthew Kirwan

NB: <sup>#</sup>denotes alternate councillor required when nominated councillor cannot attend a meeting.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### Advocacy

Council continued to build on its significant advocacy program this year, with a great deal of effort put into a few key projects impacting on our community. From March 2020 the focus shifted to assisting people through the COVID-19 pandemic via advocacy to the State and Federal Governments for resources and local project funding.

Prior to the pandemic the key issues included funding for aquatic centres, transport infrastructure and Council's declaration of a 'climate emergency' which triggered a request for all levels of government to do the same and take action to mitigate.

General advocacy efforts again aimed to increase funding and levels of service for the city, raise awareness on critical issues facing the Greater Dandenong community, as well as build and foster key relationships with a number of external sources.

A dedicated advocacy page on Council's website provides an opportunity for members of the community to check on the current advocacy campaigns and get further information on Council's position and actions. This was updated regularly throughout the year.

Some of the key advocacy groups and activities are listed below.

#### Projects

Key advocacy projects for 2019-20 included the following:

- **Raise the Rate campaign:** Council joined the Australian Council of Social Service (ACOSS) and other local authorities seeking a lift of the single rate of Newstart, Youth Allowance and other related payments by at least \$75 per week and to have them indexed to wages.
- **SRSS:** continuation of this campaign towards the Federal Government changes to the eligibility criteria for the Status Resolution Support Services (SRSS) for people seeking asylum, which meant that funding for many of them ceased.
- **Homelessness:** Council helped to promote the 'Everybody's Home Campaign', advocating for a better and fairer housing system for everyone.
- **Keysborough South Community Hub:** capital funding for an integrated children's centre within a community hub, in close proximity to the Keysborough South residential area and Tatterson Park.

- **Public transport:** new bus services, particularly in Keysborough South and Dandenong South.
- **Transport infrastructure:** support for a range of critical road and rail network projects to improve access to and within the Dandenong South National Employment and Innovation Cluster, as well as the development of a Dandenong South Intermodal Terminal.
- **Greater Dandenong Gallery of Art:** funding towards an exciting new initiative which would transform the Masonic Hall building in Central Dandenong into a state-of-the-art gallery and exhibition space.
- **Kindergarten funding:** as part of the 'I Love Kinder' campaign which sought continued funding for the provision of 15 hours of four-year-old kindergarten per week.
- **Community safety:** increased support and resources for initiatives to combat family violence and drug and alcohol misuse, as well as additional police resources, and extra CCTV across the city.
- **Gambling reform:** a range of initiatives aimed at reducing the impact on Greater Dandenong residents, currently one of the highest areas for gaming losses in Victoria.
- **Lyndhurst landfill:** a commitment for the earliest possible closure of the Lyndhurst landfill site and a process of planning and policy development to address the matter of future land use and location of landfill sites.
- **Waste and recycling:** the allocation of a greater proportion of landfill levy funds from the State Government towards waste reduction, resource recovery programs, minimising dumped rubbish and recycling initiatives; as well as looking at alternatives to landfill.
- **Various local road improvement projects:** including advocacy for a school crossing at Emerson School in Heatherton Road.

A full and detailed list of advocacy projects can be found at [www.greaterdandenong.com](http://www.greaterdandenong.com)

#### Liaison with the following key groups:

- Australian Sports Commission
- Bicycle Network Victoria
- Committee for Dandenong
- Committee for Melbourne
- Community Chef – shared Meals on Wheels service



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## CORPORATE GOVERNANCE



- Council Alliance for a Sustainable Built Environment (CASBE)
- Development Victoria
- Eastern Transport Coalition
- Eastern Treatment Plant Community Liaison Committee
- Federal Government Ministers and departments
- Level Crossing Removal Authority (LXRA)
- Melbourne Water
- Metropolitan Planning Authority (MPA)
- Metropolitan Waste and Resource Recovery Group (MWRRG)
- Migrant Resource Centres
- Municipal Association of Victoria (MAV)
- National Broadband Network Company
- Parks Victoria
- Port Phillip and Westernport Catchment Management Authority (PPWCMA)
- Public Transport Victoria
- Regional Development Australia (RDA)
- Regional Management Forums
- South East Community Links Inc
- Southern and Eastern Integrated Transport Authority (SEITA)
- South East Councils Climate Change Alliance (SECCCA)
- South East Integrated Water Management Group
- South East Melbourne – group of seven south east Councils
- South East Melbourne Manufacturers Alliance (SEMMA)
- South East Water
- Sport and Recreation Victoria
- Sport associations such as AFL, Victorian Football Federation, Cricket Vic, Softball Vic, Tennis Vic and Vic Sport
- State Government Ministers and departments
- Vic Health
- Vic Roads
- Victorian Multicultural Commission
- Victoria Police
- Water Sensitive Cities Steering Committee.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### Audit Advisory Committee

Under section 139 of the *Local Government Act 1989*, Council establishes an Audit Advisory Committee. Council's Audit Advisory Committee operates as an independent advisory committee to Council with the primary objective of assisting Council in the effective and efficient management of its responsibilities for financial reporting, risk and Council's internal and external audit functions.

As part of Council's governance obligations to its community, Council constituted an Audit Advisory Committee Charter which guided Council and the Audit Advisory Committee to:

- enhance the credibility and objectivity of internal and external financial reporting;
- effectively manage financial and other risks and protect Council assets;
- comply with laws and regulations as well as use best practice guidelines;
- implement an effective and thorough internal audit function;
- provide an effective means of communication between the external auditor, internal auditor, management and Council; and
- ensure the organisation has a sound internal control framework, including policies and procedures as they apply to financial management and all other facets of the business.

The members of the Audit Advisory Committee for 2019–20 were as follows:

Members	
Mr David Ashmore 1 July 2019–30 June 2020	Chair External Member
Cr Roz Blades AM 1 July 2019–12 October 2019	Mayoral representative
Cr Jim Memeti 15 November 2019–30 June 2020	Mayoral representative
Cr Matthew Kirwan 1 July 2019–30 June 2020	Council representative
Cr Maria Sampey 1 July 2019–30 June 2020	Council representative
Mr Mick Ulbrick 1 July 2019–30 June 2020	External member
Mr Geoff Harry 1 July 2019–30 June 2020	External member
CEO	Non-voting
Director Corporate Services	Non-voting
Manager Finance and IT	Non-voting

*NB: Only two Councillors have voting rights if three Councillors are in attendance at a meeting.*

The Audit Advisory Committee met on four occasions during 2019–20. Matters considered included:

- financial and performance statements;
- the Auditor General's Audit Strategy;
- Council's internal audit plan;
- Council's Long-Term Financial Strategy; and
- Council's Risk Management Strategy.

Sitting fees for external members of the Audit Advisory Committee for 2019–20 were set by Council (on 9 October 2017) as follows:

Chair	\$1,750 per meeting (exclusive of GST)
Member	\$1,500 per meeting (exclusive of GST)

*Note: the new Local Government Act 2020 will change some of the requirements in relation to an Audit and Risk Committee in the next financial year.*

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## CORPORATE GOVERNANCE

### Public Interest Disclosures Act 2012

The *Public Interest Disclosures Act 2012* (formerly the *Protected Disclosure Act 2012*) encourages and facilitates the disclosure of improper conduct by employees, staff, officers or Councillors. The Act also provides protection for persons making disclosures who may suffer reprisals as a result of their actions.

Greater Dandenong City Council recognises the value of transparency and accountability in its administrative and management practices and supports the making of disclosures. Comprehensive written procedures have been established and implemented for public interest disclosures and are fully documented on Council's internet and intranet sites. A printed copy can also be obtained on request from Council's customer service centres and libraries.

#### Public Interest Disclosure Coordinator:

Mick Jaensch – Director Corporate Services

#### Public Interest Disclosure Officers:

Anthony Camillo – Manager People and Procurement Services

Lisa Roberts – Manager Governance

Mark Perrett – Team Leader Risk Management and Occupational Health and Safety

Number and types of disclosures made to Council as a public body	2
Number of disclosures referred to the Independent Broad-Based Anti-Corruption Commission (IBAC) for determination as to whether they were protected disclosures	0
Number and types of disclosed matters referred from IBAC to the Victorian Ombudsman for investigation (still pending)	1
Number and types of disclosed matters referred by the public body to IBAC for investigation	0
Number of protected disclosures that were substantiated (in part) upon investigation, and the action still pending	0

### Freedom of Information

Council is committed to open and transparent democracy. Information held on behalf of the community can be accessed in accordance with the *Freedom of Information Act 1982* (The Act).

During the financial year, 29 FOI requests were received, all of which were considered valid and reportable. Three were outstanding and actioned from the previous year.

The table below outlines the results of those requests:

	2019-20
Total number of requests	29
Access granted in full	12
Access granted in part	4
Other*	6
Access denied in full	3
Requests still under consideration	3
Number of internal reviews sought	0
Number of appeals lodged with VCAT	0
Number of requests transferred/withdrawn	1
Total fees and charges collected	\$1,699.30

\*includes requests that are not finalised/not proceeded with or documents were provided outside the Act

Information available for inspection (as required under Part 5, Section 12 of the *Local Government (General) Regulations 2015* includes:

- (a) a document containing details of overseas or interstate travel (other than interstate travel by land for less than 3 days) undertaken in an official capacity by any Councillor or member of Council staff in the previous 12 months, including:
- (i) the name of the Councillor or member of Council staff; and
  - (ii) the dates on which the travel began and ended; and
  - (iii) the destination of the travel; and (iv) the purpose of the travel; and
  - (iv) the total cost to the Council of the travel, including accommodation costs.

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



- (b) the agendas for, and minutes of, ordinary and special meetings held in the previous 12 months which are kept under section 93 of the Act, other than those agendas and minutes relating to a part of a meeting which was closed to members of the public under section 89 of the Act and are confidential information within the meaning of section 77(2) of the Act;
- (c) the minutes of meetings of special committees established under section 86 of the Act and held in the previous 12 months, other than those minutes relating to a part of a meeting which was closed to members of the public under section 89 of the Act and are confidential information within the meaning of section 77(2) of the Act;
- (d) a register of delegations kept under sections 87(1) and 98(4) of the Act, including the date on which the last review took place under sections 86(6) and 98(6), respectively, of the Act;
- (e) a document containing details of all leases involving land which were entered into by the Council as lessor, including the lessee and the terms and the value of the lease;
- (f) a register maintained under section 224(1A) of the Act of authorised officers appointed under that section;
- (g) a list of donations and grants made by the Council in the previous 12 months, including the names of persons who, or bodies which, have received a donation or grant and the amount of each donation or grant.

To inspect any of the above information, please contact Council's Governance Unit via (03) 8571 1000.

*Note: the new Local Government Act 2020 will change the requirements in relation to public transparency in the next financial year.*

## Municipal Emergency Management

Council has a statutory obligation under the *Emergency Management Act 1986* and 2013 to plan for and assist the community in the mitigation, planning, preparing for, responding to and recovering from emergency incidents.

A number of statewide reviews and changes are currently underway in the emergency management sector within Victoria resulting in an increased requirement on local governments across the state.

We are preparing for changes to be implemented in the *Emergency Management Legislation Amendment Act 2018* by 15 December 2020.

### Achievements in 2019–20

- Council provided representation at the regional and state Emergency Management Leader forums and workshops.
- Work continued with other southern metropolitan municipalities on numerous metropolitan Council working groups in developing standard protocols and procedures for a common operating platform to assist communities.
- Multi-Agency Emergency Relief Centre Exercise October 2019.
- Provided staff support to East Gippsland Shire Council during and after the Bushfires of 2020.
- Ongoing COVID-19 Response for local community.
- \$330,000 for the provision of material aid was committed in 2019-20. Council worked with local agencies and providers to source and deliver essential food and material relief to vulnerable members of the Greater Dandenong community in response to COVID-19.
- Draft Municipal Fire Management Plan including the inclusion of Fire Rescue Victoria.
- Establishment of Municipal Emergency Floor/Storm Sub-Committee to produce an updated local Emergency Flood/Storm Plan in collaboration with VICSES.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## CORPORATE GOVERNANCE

### Governance and Management Checklist

Governance and Management Items	Assessment
1. Community engagement policy (policy outlining Council's commitment to engaging with the community on matters of public interest)	Current policy in operation Date of adoption: 09/04/18
2. Community engagement guidelines (guidelines to assist staff to determine when and how to engage with the community)	Current guidelines in operation Date of adoption: 30/06/19
3. Strategic Resource Plan (plan under section 126 of the Act outlining the financial and non-financial resources for at least the next 4 financial years)	Plan adopted in accordance with section 126 of the Act Date of adoption: 22/06/20
4. Annual budget (plan under section 130 of the Act setting out the services to be provided and initiatives to be undertaken over the next 12 months and the funding and other sources required)	Budget adopted in accordance with section 130 of the Act Date of adoption: 22/06/20
5. Asset management plans (plans that set out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years)	Current plans in operation (i) Roads (adopted 01/05/15) (ii) Buildings and Facilities (adopted 31/07/15) (iii) Stormwater Drainage (adopted 01/08/15) (iv) Multimedia and Broadcast (adopted 22/08/19) (v) Safety Barriers (adopted 16/04/20) (vi) Street Trees (adopted 16/04/20) (vii) Traffic Signals (adopted 16/01/20)
6. Rating strategy (setting out the rating structure of Council to levy rates and charges)	Current strategy in operation Date of adoption: 27/06/16
7. Risk policy (policy outlining Council's commitment and approach to minimising the risks to Council's operations)	Current policy in operation Date of adoption: 27/01/15
8. Fraud policy (policy outlining Council's commitment and approach to minimising the risk of fraud)	Current policy in adoption Date of adoption: 24/07/17
9. Municipal emergency management plan (plan under section 20 of the <i>Emergency Management Act 1986</i> for emergency prevention, response and recovery)	Prepared and maintained in accordance with section 20 of the <i>Emergency Management Act 1986</i> Date of preparation: 15/02/18
10. Procurement policy (policy under section 186a of the <i>Local Government Act 1989</i> outlining the matters, practices and procedures that will apply to all purchases of goods, services and works)	Prepared and approved in accordance with section 186a of the <i>Local Government Act 1989</i> Date of approval: 11/11/19
11. Business continuity plan (plan setting out the actions that will be undertaken to ensure that key services continue to operate in the event of a disaster)	Current plan in operation Date of adoption: 08/08/18
12. Disaster recovery plan (plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster)	Current plan in operation Date of adoption: 15/02/18 (Municipal Emergency Management Plan) 09/05/19 (IT Disaster Recovery Plan)



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**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## CORPORATE GOVERNANCE

### Governance and Management Checklist (continued)

Governance and Management Items	Assessment
13. Risk management framework (framework outlining Council's approach to managing risks to Council's operations)	Current framework in operation Date of adoption: 27/01/15
14. Audit Committee (advisory committee of Council under section 139 of the Act whose role is to oversee the integrity of a Council's financial reporting, processes to manage risks to the Council's operations and for compliance with applicable legal, ethical, and regulatory requirements)	Committee established in accordance with section 139 of the Act Date of establishment: 08/07/96
15. Internal audit (independent accounting professionals engaged by Council to provide analyses and recommendations aimed at improving Council's governance, risk and management controls)	Internal auditor engaged Date of engagement of current provider: 01/10/09
16. Performance reporting framework (a set of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 131 of the Act)	Current framework in operation Date of adoption: 01/07/14
17. Council plan reporting (report reviewing the performance of Council against the Council Plan, including the results in relation to the strategic indicators, for the first six months of the financial year)	Reports prepared and presented Date of reports: Q4 (2018-19) – 26/08/19 Q1 – 11/11/19 Q2 – 10/02/20 Q3 – 11/05/20
18. Financial reporting (quarterly statements to Council under section 138 of the Act comparing budgeted revenue and expenditure with actual revenue and expenditure)	Statements presented to Council in accordance with section 138(1) of the Act Date statements presented: Q4 (2018-19) – 09/09/19 Q1 – 11/11/19 Q2 – 10/02/20 Q3 – 11/05/20
19. Risk reporting (six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies)	Reports prepared and presented Date of reports: 30/08/19 22/11/19 13/03/20 19/06/20

## ORDINARY COUNCIL MEETING - AGENDA

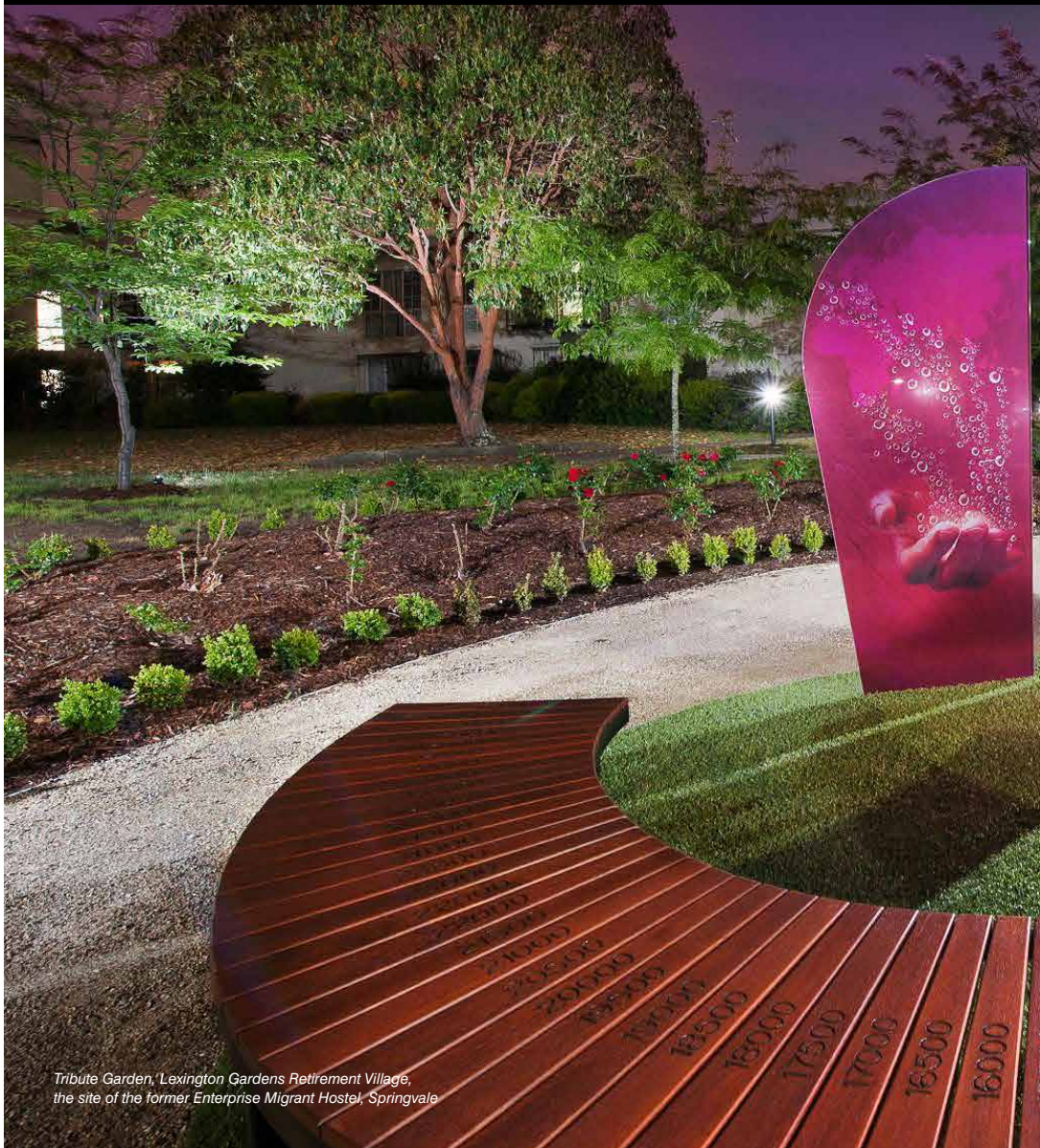
**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**

Governance and Management Items	Assessment
20. Performance reporting (six-monthly reports of indicators measuring the results against financial and non-financial performance, including performance indicators referred to in section 131 of the Act)	Reports prepared and presented  Date of reports: 26/08/19 (Council Plan Indicators) 09/09/19 (Financial Statements) 17/09/19 (LGPRF) 11/11/19 (Council Plan and Budget) 07/12/19 (LGPRF – Audit Committee) 10/02/20 (Council Plan and Budget) 05/05/20 (Council Plan and Budget) 11/05/20 ( LGPRF)
21. Annual report (annual report under sections 131, 132 and 133 of the Act to the community containing a report of operations and audited financial and performance statements)	Considered at a meeting of Council in accordance with section 234 of the Act Date statements presented: 14/10/19
22. Councillor Code of Conduct (Code under section 76c of the Act setting out the conduct principles and the dispute resolution processes to be followed by Councillors)	Reviewed in accordance with section 76c of the Act Date of review: 13/02/17
23. Delegations (a document setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff)	Delegations reviewed in accordance with section 98(6) of the Act  Date of review: Council to CEO – 11/05/09 Council to Staff – 09/12/19 CEO to Staff – 01/08/18 Financial Delegation to Staff – 12/12/19 Delegations by the CEO for VicSmart applications – 05/12/17
24. Meeting procedure (a local law governing the conduct of meetings of Council and special committees)	Meeting procedure local law made in accordance with section 91(1) of the Act Date local law made: 14/10/19



4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

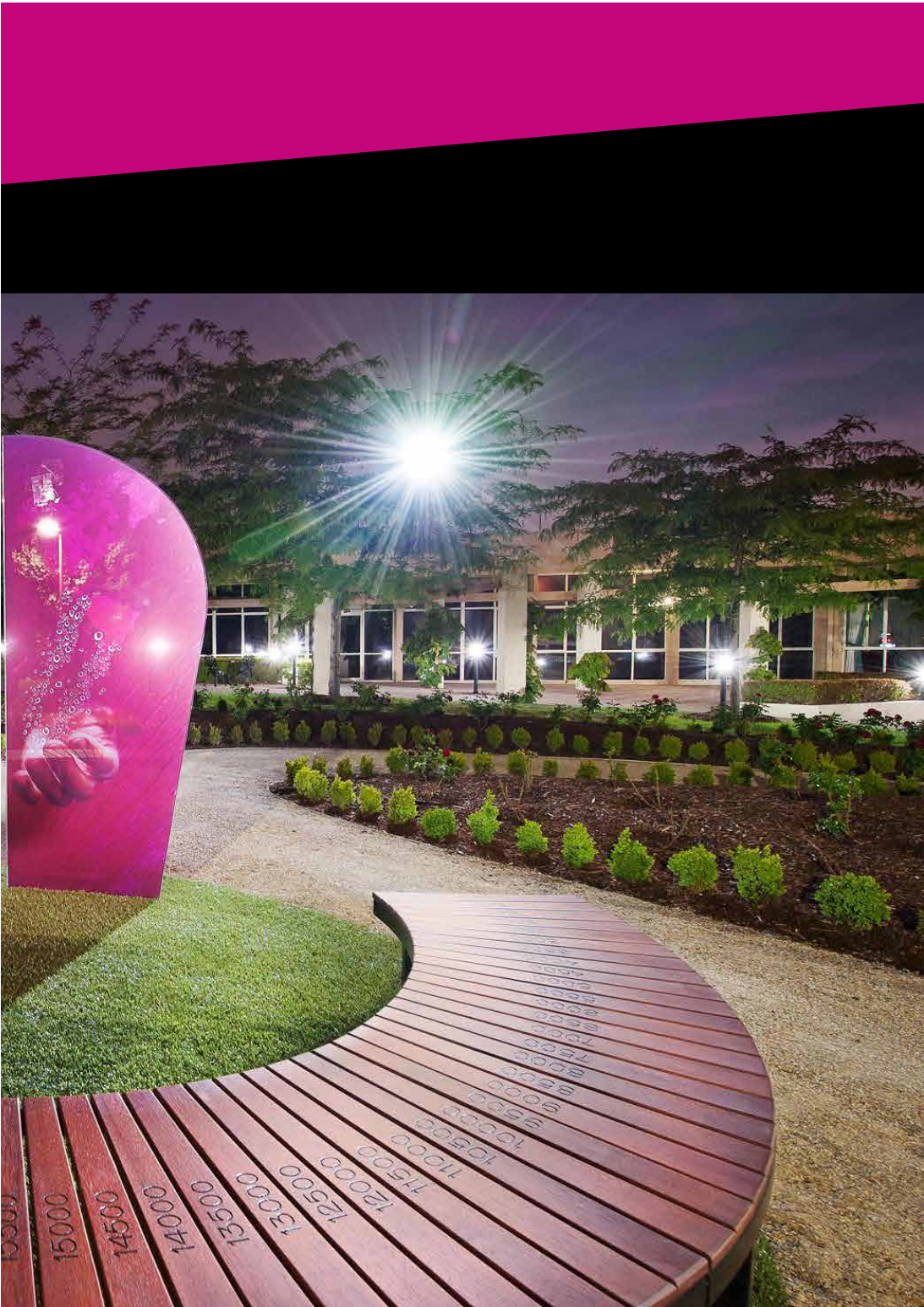
## OUR ORGANISATION



*Tribute Garden, Lexington Gardens Retirement Village,  
the site of the former Enterprise Migrant Hostel, Springvale*

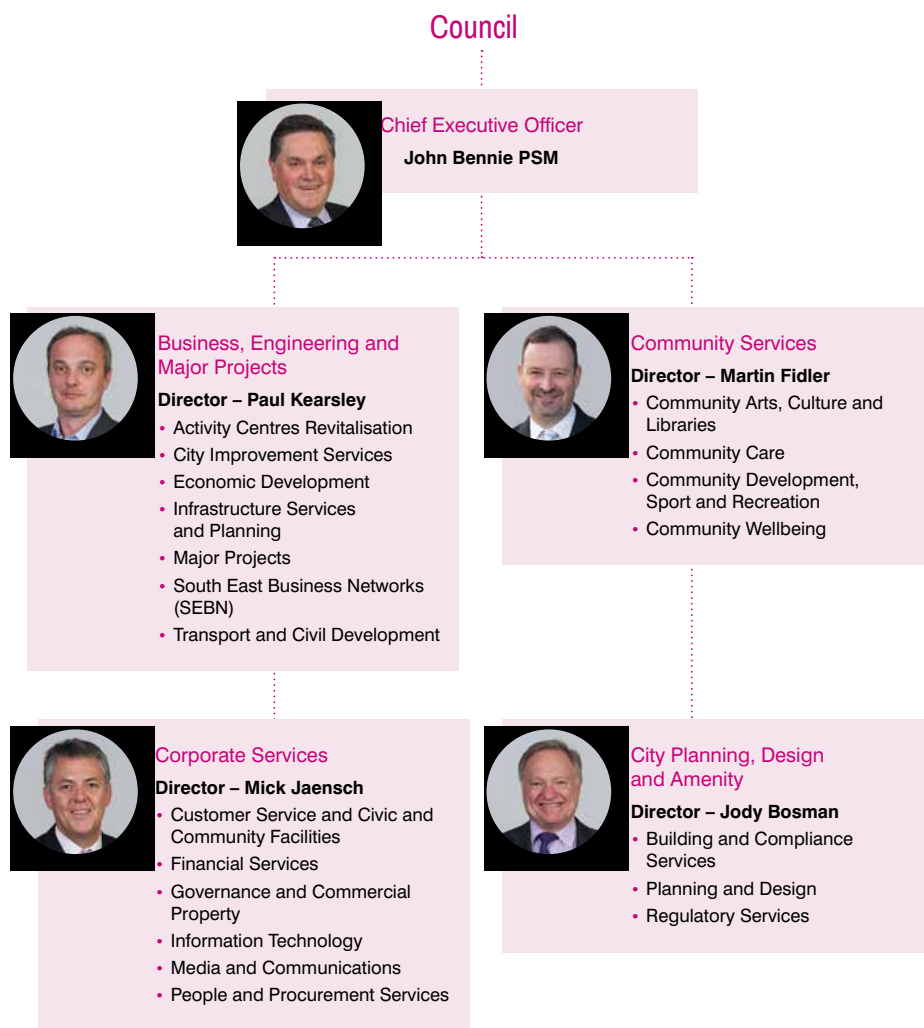


4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## OUR ORGANISATION



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



##### Changes to the Organisational Structure

- The Public Health and Planning Compliance teams moved from the Regulatory Services department to Building Services. This department was renamed Building and Compliance Services.
- Following the resignation of the Engineering Services Director a review of the directorate structure took place. This resulted in the amalgamation of the Greater Dandenong Business and Engineering Services directorates. The new directorate is led by the previous Group Manager of Greater Dandenong Business and is now called Business, Engineering and Major Projects.

##### Our Staff

###### Enterprise Agreement

The largest piece in Council's industrial matters landscape is the Agreement which was completed for the first time under a rate capped environment. The Agreement was approved by the Fair Work Commission in March 2019 and will expire in June 2022.

###### Equal Employment Opportunity (EEO)

Council continued to support and uphold EEO principles and practices. Staff undergo initial EEO training as part of Council's induction process and refresher training every three years. In 2019-20, 99 staff undertook training.

###### Gender Equity

Council is a champion of actioning gender equity, saying NO to violence against women and all forms of family violence. This incorporates the extensive work undertaken to gain reaccreditation with White Ribbon Australia including hosting the White Ribbon Walk against Family Violence held annually in November which grows in community participation each year.

Council also hosts a "Step Up" program for staff with a focus on developing women's leadership. Guest speakers present to staff quarterly on contemporary topics.

A Gender Equity Audit was conducted late in 2019 with the results informing the Family Violence and Gender Equity Action Plan.

##### Staff Giving Scheme

Council employees continued to elect to make regular donations to agencies within the municipality under the Staff Giving Scheme. Ten local organisations have benefited from this ongoing program which is administered via Payroll. The Staff Giving Committee also reviewed ways in which Council can continue to increase staff participation in this program. In 2019-20 Council staff donated a total of \$27,769 to local agencies.

##### Employee Development

Council remains committed to staff development, including current and upcoming leaders within the organisation. Council's training blends formal training and development opportunities with on-the-job experiences via secondments and acting in different roles. This includes participation in the annual Inter-Council Leadership Challenge organised by the Local Government Managers of Australia (LGMA) and tapping into industry based management development programs including the LGPro Ignite, Mastering Management, Emerging Leaders and Executive Leadership programs. Internal programs including professional writing, recruitment and behavioural interviewing skills, presentation skills and conducting effective performance reviews were also offered during the year.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## OUR ORGANISATION

**GREATER DANDENONG**  
AN ORGANISATION OF  
EXCEPTIONAL CHARACTER

**RESPECTFUL**  
**r**

- We **respect** and care about our community, each other and ourselves.
- We act with **integrity** at all times and in all matters.
- We take time to **listen** to and seek to understand the other point of view.
- We strive to understand and respect the **diversity** of our community and our workplace.
- We understand **our role** in the community and **respect** the responsibility that comes with it.

**ENGAGED**  
**e**

- We **listen** to our community and respond.
- We **work together** with our community and each other, to achieve the best outcome.
- We have the **confidence** to **challenge** the status quo, to reach for better outcomes.
- We are **action-oriented** in identifying and responding to new challenges.

**ACCOUNTABLE**  
**a**


- We are **proud** of our city, our community and our achievements.
- We spend our time and effort on **solutions** rather than looking for someone to blame.
- We take **responsibility** for our actions.


**CREATIVE**  
**c**

- We care about getting the best outcomes.
- We constantly ask: *What's the future and what's possible?*
- We have the courage to try new ideas.
- We strive for **excellence** in everything we do.

**HONEST**  
**h**

- We tell the **truth**, even when we know people may not want to hear it.
- We form our opinions and give advice from sound, **evidence based** research.
- We act with humility and apply the **highest standards** of ethical behavior to everything we do.



 GREATER DANDENONG  
City of Opportunity



**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**

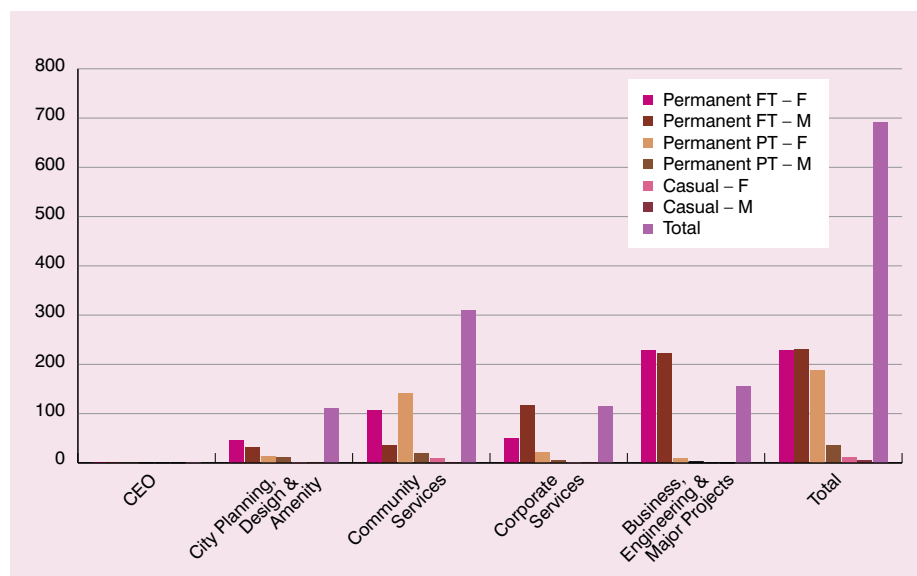


**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)****OUR ORGANISATION****Service Milestones**

78 staff achieved service milestones for reaching 5, 10, 20, 30, and 40 years' service and received recognition for their achievement and contribution to Council.

**Council Staff – Full Time Equivalent (FTE)**

Employment Type / FTE Gender	CEO	City Planning, Design and Amenity	Community Services	Corporate Services	Business, Engineering and Major Projects	TOTAL
Permanent FT – F	1	45	107	49	27	<b>229</b>
Permanent FT – M	1	38	32	36	116	<b>223</b>
Permanent PT – F	0	13.40	141.99	21.90	10.05	<b>187.34</b>
Permanent PT – M	0	11.23	18.48	4.50	2.26	<b>36.47</b>
Casual – F	0	0.97	8.79	0.91	0	<b>10.67</b>
Casual – M	0	1.33	1.20	1.68	0.42	<b>4.63</b>
<b>Total</b>	<b>2</b>	<b>109.93</b>	<b>309.46</b>	<b>113.99</b>	<b>155.73</b>	<b>691.11</b>

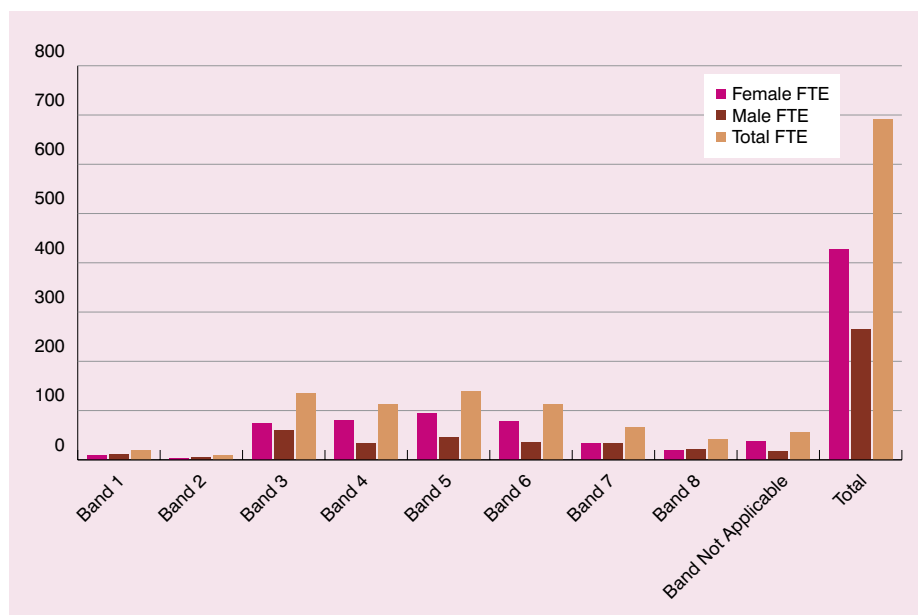


#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



Council Staff – Full Time Equivalent (FTE)

Employment Classification	Female FTE	Male FTE	Total FTE
Band 1	8.35	10.81	19.16
Band 2	2.70	6	8.70
Band 3	73.89	60.37	134.26
Band 4	80.22	32.57	112.79
Band 5	93.39	46.51	139.90
Band 6	78.01	35.65	113.66
Band 7	33.36	33	66.36
Band 8	20.23	21	41.23
Band Not Applicable	36.87	18.18	55.05
<b>Total</b>	<b>427.02</b>	<b>264.09</b>	<b>691.11</b>





#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## OUR ORGANISATION

### Training

#### Appropriate Workplace Behaviours

Staff in all business units have participated in training and been provided with supporting resources which facilitate faster and more effective resolution of workplace issues. The Appropriate Workplace Behaviours Policy is promoted via Council's intranet. Further training will be provided in Cooperative Conversations to enhance staff skills and capability to handle conflict, interpersonal communication and improve workplace relationships.

### Digital Transformation

Employee processes and experiences are being enhanced and streamlined through the selection and implementation of cost effective digital solutions. In 2019-20 this included:

- Introduction of the learning and performance modules to create efficiencies and enhance compliance.
- Expanding e-learning programs to staff.
- Roll-out of a new online employee engagement survey.
- Launch of a refreshed reward and recognition software program.

### Family violence prevention initiatives

Council is committed to the prevention of family violence both within the community and for any staff who may be experiencing this themselves. Council maintains a network of staff voluntarily taking on the role of Family Violence Contact Officers. These officers provide support and referral to appropriate services for Council employees.

### Staff reward and recognition program

Council's customised reward and recognition scheme is online and internally promoted as a way to thank and recognise work colleagues who perform above and beyond their role. The online program encourages staff to recognise each other for outstanding achievements. The following were awarded throughout the year:

- 52 REACH awards
- 19 Rise Above awards
- 2,688 appreciation eCards.

Greater Dandenong's reward and recognition activities remain contemporary and best practice across Local Government. The system will continue to be developed and promoted to maximise staff engagement across the organisation.

### Complaints and grievances

Complaints and grievance numbers continue to remain low. There were seven complaints received by Council which required investigation. Resolution processes have been implemented and are progressing. No formal staff grievances were lodged.

### 2019-20 Organisational Development Achievements

- Enterprise Agreement negotiations completed.
- Digital transformation of employee engagement and transactions.
- Gender equity action plan focus.
- Appropriate Workplace Behaviours training completed.
- Focus on embracing diversity in the workplace.

### The Year Ahead

- Maximise uptake of new people management software (Learning and Performance modules).
- Enhance the use and analysis of the staff engagement survey across the organisation.
- Continue to focus on gender equity with the White Ribbon Workplace Accreditation Action Plan.
- Continue to work within the State issued directions for the COVID-19 pandemic and adjust people related initiatives accordingly.
- Focus on legislative compliance and people opportunities resulting from the implementation of the updated *Local Government Act 2020*.
- Reflect on our organisational achievements and operations through the COVID-19 pandemic and assess any learnings and improvements arising for the future.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### Health and Safety

#### Absenteeism

In 2019-20 there was continued improvement in Council's three key lagging performance indicators which is a fantastic result.

The Lost Time Injury Frequency Rate (LTIFR) continued to drop:

- LTIFR in June 2018 was 31
- LTIFR in June 2019 was 21
- LTIFR in June 2020 was 12

*NB. Lost time frequency rate is the number of lost time injuries sustained per 1,000,000 hours worked*

The number of lost time injuries (LTI) and days lost through injury also continued to drop:

- 2017-18 – LTI's = 28, Days lost = 1,455
- 2018-19 – LTI's = 26, Days lost = 1,162
- 2019-20 – LTI's = 10, Days lost = 742

*NB. These figures include days lost from injuries/illnesses sustained in previous financial years.*

#### Health and Safety Policy

The City of Greater Dandenong is committed to achieving, so far as is practicable, a working environment that is safe and without risks to health. Council has a Safety Management System that establishes our corporate expectations for progressing us towards our Council vision that Greater Dandenong is a safe and vibrant city of opportunity for all – to visit, work, live and play.

Personal commitment and active involvement by all management and staff is essential to establish and maintain a safe and healthy working environment.

#### Occupational Health and Safety Management System (OHSMS)

Council's OHSMS has undergone a significant review process to ensure it complies with the MAV WorkCare Self Insurance requirements. The final batch of MAV WorkCare procedures have been developed in 2020, with the remainder of the year being spent on reinforcing implementation across the organisation.

#### MAV Self Insurance Scheme for Workcover

Greater Dandenong is one of 31 Councils who have committed to be part of a new industry-based scheme for workers compensation. The new scheme which came into effect in November 2017 is designed to provide greater scope for participating Councils to prevent injuries occurring and improve return to work performance, in turn reducing Workcover premiums.

A requirement of participating in the scheme is that organisational OHS management systems are required to be 100 per cent compliant with the National Audit Tool (NAT) over a three-year period.

While this is an aspirational target, this is a very high standard guiding policy and procedure development which will further improve attention and focus on health and wellbeing and overall OHS performance. Council has embraced the challenge to achieve 100 per cent NAT conformance by November 2020.

#### Health and Wellbeing

Council continued its health and wellbeing program FLARE (Flourishing, Lively, Active, Restored Employees). Staff attended a range of programs including sun-smart programs and mindfulness workshops.

Mindfulness programs have run throughout the year, along with meditation sessions, cultural learning activities, social activities and webinars. A safety, health and wellbeing leadership development program was launched throughout the year. The program is targeted at front line leaders and provides them with a toolkit to increase employee engagement and safety, health and wellbeing.

#### Achievements

- A program of activities was developed to support health and wellbeing under the banners of physical exercise, mental health and wellbeing.
- The automated system for the recording of hazards and incidents was embedded into the business and is used to identify trends in incident data to prevent a reoccurrence.
- There has been a continued increase in the take up of internal OHS and return to work consulting services across the organisation.
- A corporate OHS risk register has been drafted and is in consultation stage. A departmental risk register has also been drafted for the Operations Centre with consultation underway with relevant management and staff.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## OUR ORGANISATION



- A research project was initiated with Monash University regarding occupational violence and aggression in local government. Supported by WorkSafe Victoria and partnering Councils across Victoria, the project aims to find innovative ways to lower the risks of occupational violence and aggression towards Council employees.

#### The Year Ahead

- Council will continue to reinforce and continually improve the OHS Management System in line with the NAT in accordance with the three-year program set by MAV/JLT.
- With the release of AS/NZS ISO 45001:2018 Occupational health and safety management systems – Requirements with guidance for use in October 2018, Council will review our OHSMS against the more contemporary standard to ensure best fit for our present and future organisational needs. This will be done as part of the continual improvement of our OHSMS.
- An internal audit program will be launched in partnership with the City of Casey and Cardinia Shire Council.
- The comprehensive Safety, Health and Wellbeing Leadership Development Program will continue.
- The initiative to develop OHS Hazard and Risk Registers for the organisation will continue.
- An organisation wide training needs analysis will commence based on the results of OHS Hazard and Risk Registers with training programmed and delivered accordingly.
- A review of OHS performance reporting will be undertaken which aims to better capture and report on OHS performance, and reduce the administration required to analyse data and produce reports.
- Stage 1 of the occupational violence and aggression research project will commence and be used to inform later stages.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



### Asset Management

The City of Greater Dandenong recognises the importance of, and is committed to, improving asset management in accordance with the National Asset Management Assessment Framework (NAMAF). This includes updating information, expanding knowledge and applying the latest tried and tested technology.

Asset Management is the combination of management, financial, economic and engineering philosophy and other practices applied to physical assets. The objective is to provide the required level of service in the most cost effective manner. The notion of cost effectiveness is one that is applied to the minimum whole of lifecycle cost.

Council has an Asset Management unit, an Asset Data and GIS team and a Services and Assets Management steering group. The steering group oversees the development of asset management policy and strategy, implementation, monitoring and the continuous improvement of asset management projects. These are supported by an asset management system and processes. Council uses the NAMAF to conduct moderated self-assessments and identify improvements.

Council has an Asset Management Strategy which forms a major component of Council's Corporate Risk Management Framework for the strategic and operational management of infrastructure assets. A Road Management Plan (RMP) has been adopted by Council in accordance with the *Road Management Act 2004* and defines levels of service delivery for roads.

### Planning

Asset Management Plans for roads (including paths and bridges), drainage, facilities and buildings, multimedia and broadcast assets, traffic signals and street trees have been developed. Plans are reviewed annually to accommodate budgetary limitations, enhanced service planning and financial sustainability considerations.

Further Asset Management Plans are currently under development and will be compliant with the new *Local Government Act 2020*. A review timetable is in place to ensure that these plans remain current and relevant.

### Information

All asset information is captured into a corporate register to enable whole of life cycle asset management. A sustainable data capture and condition assessment program has been implemented to meet asset management requirements. This system will incorporate a Works Management System which will capture all works and maintenance completed on Council owned, maintained and managed assets.

### Knowledge

Complete life cycle asset information is captured within the Asset Management Plans and the Asset Management System to meet compliance requirements and to enhance asset management operational systems and decision making.

Optimised decision making systems are in place to ensure that Greater Dandenong's infrastructure asset renewal and upgrade programs reflect industry best practice, defined service levels and minimum 'whole of life cycle' costs.

### Technology

Council has recently approved acquisition of a new Asset Management System, incorporating a Works Management System, which will provide a single integrated solution for all organisational asset data needs and improve data capture, record keeping and predictive modelling processes across the organisation.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## OUR ORGANISATION

### City Improvement Program

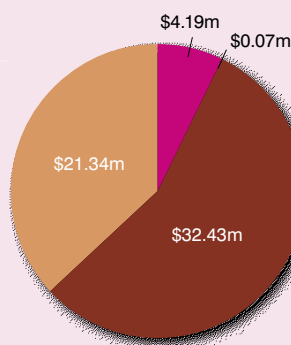
The City Improvement Program (CIP) is Council's ongoing program for the renewal, upgrade, expansion and creation of assets including, but not limited to, buildings, roads, stormwater drainage, parks, artwork, websites and library books. It consists of programs driven by Council's asset management plans and strategies, major projects (such as the Springvale Community Precinct redevelopment) and community initiated requests.

The yearly CIP budget is determined within Council's annual budget formulation process and the size of this budget depends on the funds available relative to other Council commitments.

Once the budget is approved, the majority of projects are planned, designed and delivered by 30 June each year. The Services and Assets Steering Committee appointed by the Executive Management Team provides strategic oversight of the program.

In 2019-20, Council invested \$58.03 million in capital expenditure across a variety of assets as shown on the City Improvement Program Expenditure chart.

2019-20 City Improvement Program Expenditure



■ Plant and Equipment  
■ Property  
■ Infrastructure  
■ Other (Intangibles)

Asset Class	Project
<b>Property</b>	
<b>Buildings</b>	<ul style="list-style-type: none"> <li>Completion of significant upgrade works at the Dandenong Market site including back of house cool rooms and utility upgrades.</li> <li>Public toilet redevelopments at Springvale activity centre.</li> <li>Completion of the annual building renewal program delivering upgrades across several Council owned buildings.</li> <li>Completion of the Springvale Community Precinct Hub.</li> <li>Commencement of the Greater Dandenong Gallery of Art at Mason Street, Dandenong.</li> </ul>
<b>Plant and Equipment</b>	
<b>Library Books</b>	<ul style="list-style-type: none"> <li>Continuation of the renewal of Council's library books and resources.</li> </ul>
<b>Plant, Machinery and Equipment</b>	<ul style="list-style-type: none"> <li>Ongoing renewal of Council's extensive fleet which supports operations and services across the municipality, including replacement of Council's heavy plant and motor vehicles.</li> </ul>

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**

Asset Class	Project
<b>Infrastructure</b>	
<b>Drainage</b>	<ul style="list-style-type: none"> <li>Completion of a number of renewal and upgrade projects including major flood mitigation works at Elonera Street, Noble Park.</li> </ul>
<b>Parks, Open Space and Streetscapes</b>	<ul style="list-style-type: none"> <li>Construction of artwork, paths and lighting for Dandenong Park as part of the master plan.</li> <li>Tatterson Park master plan works including playground improvements, access roads and car parks.</li> <li>A number of lighting, landscape and open space projects completed across Council reserves including Greaves Reserve, Coomoora Reserve, Alex Nelson Reserve and Parkfield Reserve.</li> </ul>
<b>Roads</b>	<ul style="list-style-type: none"> <li>Road resurfacing and rehabilitation program, partially funded by the Commonwealth Government Roads to Recovery Program, delivered throughout the municipality.</li> <li>Road safety improvements delivered under Council's Local Area Traffic Management Program and the Federal Blackspot Program such as the traffic signals at the intersection of Chapel and Homeleigh Roads.</li> </ul>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## OUR ORGANISATION

### Service Improvement Process

#### Corporate planning and service reviews

The purpose of the service improvement process is to ensure that the services Council provides are responsive to changing community needs.

Council's suite of corporate plans includes the Imagine 2030 Community Plan, the Council Plan 2017–21 and several other high-level strategies and plans such as the Community Wellbeing Plan 2017–21. The Council Plan is supplemented by an Annual Plan which outlines key activities for the financial year and departmental business plans.

The Council Plan provides an overarching strategic direction for Council's operations and is delivered through an integrated corporate and service planning framework. This framework encompasses an Annual Plan, business plans and service profiles. The annual business planning process includes internal service reviews to ensure an appropriate balance of resources to outputs, and to adjust services according to community needs. Furthermore, process reviews of services, technological advancements and encouraging innovation within the workplace provide refinements at the service level.

#### Performance measurement and reporting

In 2019–20 Council regularly monitored its performance via quarterly performance reports which covered the financial and performance targets outlined in the Council Plan, Annual Plan and Annual Budget.

Council regularly communicates its performance outcomes with the community via Council reports, the monthly magazine – Greater Dandenong Council News, regular media releases, the website and an increasing social media presence.

The Annual Report provides a comprehensive overview of Council's activities.

### Local Government Performance Reporting Framework (LGPRF)

The Victorian Government introduced a mandatory performance reporting framework in 2014–15 to ensure that all Councils are measuring and reporting on their performance in a consistent way. This framework includes both service and financial indicators and all Victorian Council results can be found at [www.knowyourcouncil.vic.org.au](http://www.knowyourcouncil.vic.org.au)

The City of Greater Dandenong continued to report on all compulsory indicators in 2019–20.

### Community satisfaction

The Local Government Community Satisfaction Survey is coordinated annually by the Department of Environment, Land, Water and Planning on behalf of a large number of Victorian Councils.

The City of Greater Dandenong participated for the eighth consecutive year in 2020. The results achieved indicated that there are very high levels of community satisfaction with Council's services, with scores higher than the state-wide averages across all key measures and higher than the metropolitan average for six out of seven.

Council undertakes regular community consultation and provides many opportunities for residents and customers to provide feedback on their satisfaction with Council services. Council prides itself on this commitment to effective engagement and this is reflected in community satisfaction levels which are four points above the metropolitan average and seven points above the state.

Over the past four years, Council has also consistently outperformed the metropolitan and state-wide averages in the following categories:

- Advocacy – lobbying on behalf of the community
- Making community decisions
- Overall performance
- Overall Council direction.



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



#### Relevant Legislation

##### *Local Government Act 2020*

Council has successfully implemented the aspects of the *Local Government Act 2020* that were required prior to 30 June 2020.

##### *Domestic Animals Act 1994*

In accordance with the *Domestic Animals Act 1994*, Council is required to prepare a Domestic Animal Management Plan at four yearly intervals and evaluate its implementation in the annual report.

Council adopted the Domestic Animal Management Plan 2017-20 in October 2017. The new plan was developed by Council's Animal Management team with input from other Council departments.

DAMP actions were updated in December 2019 to reflect the achievements completed, including the cat desexing program completed over two days and another 84Y agreement with a new veterinary hospital in Dandenong. The draft background discussion paper regarding a cat curfew in Greater Dandenong was completed. Outcomes of the annual review undertaken in October 2019 were provided to Animal Welfare Victoria prior to 3 November 2019.

The majority of actions for the Domestic Animal Management Plan have been delivered however a small number involving public events and consultations have been affected by the COVID-19 pandemic.

##### *Food Act 1984*

In accordance with section 7E of the *Food Act 1984*, Council is required to publish a summary of any Ministerial Directions received during the financial year in its annual report. No such Ministerial Directions were received by Council during the financial year.

##### *Road Management Act 2004*

In accordance with section 22 of the *Road Management Act 2004*, a Council must publish a copy or summary of any Ministerial Directions in its annual report. No such Ministerial Directions were received by Council during the financial year.



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## OUR ORGANISATION

### 2020 Survey Results

Performance measures	Greater Dandenong	Metro	Statewide
<b>Overall performance</b>	69	66	58
<b>Community consultation</b> Community consultation and engagement	62	58	55
<b>Advocacy</b> Lobbying on behalf of the community	62	57	53
<b>Making community decisions</b> Decisions made in the interest of the community	63	59	53
<b>Sealed local roads</b> Condition of sealed local roads	68	67	54
<b>Customer service</b>	73	74	70
<b>Overall Council direction</b>	63	54	51

### Risk Management

Greater Dandenong City Council has an established risk management framework, which is applied to decision-making at strategic and operational levels.

This framework is designed to identify and manage the opportunities and undesirable outcomes arising from risks inherent in managing the municipality. Such risks include legal, safety, environmental, financial, contractual, asset-related and professional indemnity exposures.

During 2019–20, a review and update of the risk framework was commenced, to align with the updated AS ISO 31000:2018 Risk Management Standard.

This includes conducting a review of strategic risks, and commencing an update of the Strategic Risk Register, which will provide better links to existing Council Plan actions and provide reporting in parallel to Council's quarterly reporting practices, including an assessment of the effectiveness of identified risk controls.

The integration of the risk register with Council's Environmental Risk Register also commenced in 2019–20.

### Insurance

Council maintains a range of insurances to protect from significant financial impacts should major events or claims occur.

The general insurance program is developed and placed through AJ Gallagher, who were appointed as insurance broker in 2018 following a public tender.

Part of the insurance strategy is to take up significant deductibles (insurance excesses) in order to minimise premiums wherever possible. This also allows Council to manage a large proportion of matters without making a claim against the insurance policies, similarly, helping to minimise premium increases.

Council is subject to the usual range of claims faced by metropolitan Councils – claims for car damage from potholes, trips and falls on footpaths, tree root incursions onto private property, vandalism and damage to Council assets, etc. The majority of these matters were managed below the excess for the relevant insurance policy.

A handful of larger public liability claims were made against Council during the year, however the organisation is insured for these through the MAV Insurance scheme, Liability Mutual Insurance. Whilst such claims can take several years to resolve, some of these new claims have been finalised, without recourse to a court hearing.

### Strategies

Council's Risk Management Policy and Strategy are now due for another review and update. The implementation and integration of the existing risk practices and procedures within some operational teams to date was used as a model in 2019–20 to assist more teams to achieve similar integration. The collaboration between the risk team and operational areas will continue in 2020–21.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

##### Business continuity

Council's Business Continuity Plan (BCP) was under review at the time of the first reports of the COVID-19 pandemic, early in 2020. The planned test exercise for the updated over-arching Business Continuity Plan was deferred due to the pandemic.

As information concerning the pandemic became available in late January through February, all service units collaborated with the risk team to complete a tailored Business Interruption Analysis (BIA), in preparation for a mooted "lock-down" and working from home. Critical services and expected demands were assessed, and possible re-allocation of staff and other resources identified. This proved to be extremely prudent, as Council's operations (where they were not required to shut down) were able to continue with minimal disruption.

These assessments were conducted again, as necessary, by individual service units as the State Government released information and directions. Decisions regarding particular aspects of our operations were made by the executive team and/or relevant state departments.

The COVID-19 working committee was established and assessed the effectiveness of Council's actions in response to, and in anticipation of, each stage of the pandemic. As well as adapting our current response, this work will also feed into a further review and update of the BCP.

##### Fraud Risk Management

###### Fraud Policy, Control Plan and Investigations Procedure

Council's Fraud Control documentation was reviewed, updated and presented to the Consultative Committee. This update included changing Council's Public Interest Disclosure Procedure for consistency with the legislation, and the 2019 changes.

The 2020-22 Action Plan provides for the continued review of fraud prevention controls, and the identification and assessment of emerging types of fraud or organisational vulnerabilities. This will be informed by, and may itself inform, Council's internal audit programme.

##### Memberships

Council and individual officers have maintained membership and involvement with a number of industry associations that support the risk and safety professions, including:

- Local Government Professionals (LGPro) – Risk Management Special Interest Group.
- Risk Management Institute of Australasia (RMIA) – the peak professional risk management body in Australasia.
- MAV Insurance (LMI) – risk management services and learning opportunities are provided as part of Council's membership of the liability insurance scheme.

##### The Year Ahead

- A review and update of the risk management policy and procedures will occur, including adopting new assessment tables for positive opportunities associated with risks, along with a risk appetite statement to help inform strategic and operational decision making.
- Improvements will be made to risk reports, incorporating control effectiveness and cross-referencing business plan actions.
- A review and update of the BCP will commence, particularly in light of the COVID-19 pandemic.
- Formal adoption by Council of the updated Fraud Control Policy, Procedure and Plan is expected, and the implementation of a new fraud awareness training programme.

##### Contracts

During the year Council did not enter into any contracts valued at \$150,000 or more for services, or \$200,000 or more for works of a kind specified in section 186(5)(a) and (c) of the *Local Government Act 1989*. It also did not enter into any other contracts valued at \$150,000 or more for goods or services, or \$200,000 or more for works without engaging in a competitive process.

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**

## COMMUNITY RELATIONS



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**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**





#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## COMMUNITY RELATIONS

### Community Plan – Imagine 2030

The Community Plan, Imagine 2030, outlines the community's vision, key themes and priorities for the future of Greater Dandenong. These have been categorised into three main areas: People, Place and Opportunity.

The Community Plan was developed following an extensive consultation program throughout 2008 and 2009. The results of this project then informed the planning stages of the Council Plan 2013–17, and other key strategic documents such as the Community Wellbeing Plan 2013–17. In 2016–17 further consultation activities were conducted as part of the development of a new four year Council Plan for the period 2017–21. This consultation tested the existing themes of the Community Plan to ensure Council's priorities were still aligned with the community's needs. Each of the themes identified in the original development of the plan continued to be of high importance to those who participated in the consultation activities. Attracting visitors to the city by increasing tourism opportunities was also seen as an additional priority which has been included in the updated 2017 summary of the Community Plan. This can be found on Council's website [www.greaterdandenong.com](http://www.greaterdandenong.com)

### Health and Wellbeing in Our Community

The City of Greater Dandenong's Community Wellbeing Plan (CWP) has been developed for the period 2017–21. This Plan is a requirement under the *Public Health and Wellbeing Act 2008* (Section 26) which states that all Councils must develop a four year Municipal Public Health and Wellbeing Plan within 12 months of each general election of Council. The function of this Plan is to encourage people to live healthier lives and to work towards providing the right environment for them to do so.

The 2017–21 CWP focuses on four key areas that align with the Victorian Public Health and Wellbeing Plan:

- Community Infrastructure, Transport and Environment
- Learning and Employment
- Mental and Physical Health
- Safety, Engagement and Social Cohesion.

During the 2019–20 financial year, the implementation of the Community Wellbeing Plan 2017–21 has included ongoing activities in partnership with a range of local health and community service agencies.

#### Community Infrastructure, Transport and Environment

- Placemaking measures have been undertaken to monitor performance of key public spaces. Interventions taken include the installation of signs, the planting of street trees and undertaking associated ground works to improve growing conditions, and the sourcing of planter boxes to improve shade as an encouragement for people to stay longer in public spaces.
- Advocacy with State and Federal Government agencies to increase social and affordable housing stock in the municipality has continued. A formal submission to the Victorian Parliamentary Inquiry into Homelessness was made and a Council officer participated in a public hearing convened by a Victorian Parliamentary Committee. A Draft Regional Local Government Homelessness and Social Housing Charter was developed in collaboration with eastern and south eastern councils. Council supported the submission of a \$10 million grant application to the Federal Government to increase safe crisis accommodation for women and children escaping family violence.
- A Public Transport Advocacy Statement was prepared and presented to Council.
- During the COVID-19 pandemic, Council delivered a communication campaign that aimed at supporting both rooming house residents and their proprietors. The campaign focused on providing education to the 105 rooming house proprietors and 800 residents in understanding the symptoms, reducing the spread of infection, and providing information about support agencies available to help assist in maintaining the residents' wellbeing.

#### Learning and Employment

- A Greater Dandenong Library patron satisfaction survey was conducted with 86 per cent of respondents being satisfied or very satisfied with the overall library service offered.
- Over 600,000 community members visited Council's library services. In excess of 10,000 adults and children attended early years literacy sessions with over 9,000 community members accessing these services online.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

- Council facilitated a range of youth leadership programs and committees, including Freeza, Young Leaders, Holiday Activities Committee, Happiness Project, IntroSim, Climate Changers, and Youth United Against Family Violence, as well as promoting volunteering opportunities to young people.
- Council provided total funding of \$1,105,370 to projects and organisations that promote lifelong learning.

##### **Mental and Physical Health**

- Community members, including people with a disability, their families, carers and other relevant stakeholders were invited to comment on the final design for the All-Abilities Playground.
- Council has continued to communicate key food safety messages and provide support during the COVID-19 pandemic. This includes free mentoring, online food safety training and the option of deferring payment of registration fees. The risk of spreading the virus was also reduced by allowing businesses to be remotely audited by third party auditors.
- A gender audit of Council policies and processes was completed as part of the Free from Violence Project funded by the Office of Women.
- Council was represented in the Strategic Advisory Group of South-East Community Link's Prevention of Violence Against Women project targeted at four community groups. Two sets of training on prevention of violence against women, gender equity and bystander action were also organised.
- Council hosted the South-East Metropolitan Partnership Social Isolation Project funded by the Victorian State Government to develop a report on the strategies to address social isolation in the region across seven municipalities. An advocacy paper has been developed as part of the project and submitted to the Victorian State Government.
- Council delivered initiatives to respond to the health and wellbeing concerns of young people. These include, Party Safe workshops, the Mental Health Week event - 'Nurture Self, Nurture Others', and piloting training within a suicide prevention project.
- Greater Dandenong developed a Healthy Eating and Active Living (HEAL) Grant Program to provide funding to community organisations. The projects funded focused on reducing obesity and chronic disease through healthy eating and increasing levels of active living.

- Support services were provided to vulnerable families, including those at risk of, or experiencing, family violence with 174 families engaged, and 417 children, providing a total of 10,160 contact hours of support.
- Council is finalising its 10 year physical activity strategy – Make Your Move. The aim of the strategy is to increase the physical activity levels and health of the Greater Dandenong community.

##### **Safety, Engagement and Social Cohesion**

- Residents continue to rate their satisfaction with Greater Dandenong's performance, through the Community Satisfaction Survey, well above both the metropolitan and state averages. In 2020 Council continued to have a tailored question included in the survey, regarding perceptions of safety, "How safe do you feel walking alone in your local area after dark?" The number of respondents stating that they feel safe or extremely safe increased significantly from 40 to 46 per cent.
- As part of Council's Preventing Family Violence/ Gender Equity Action Plan 2018–21, training was provided to Councillors, the Executive Management Team, Managers/Team Leaders and staff on Preventing Violence Against Women and Bystander Action. Subsequently, nine Councillors and 192 Council officers were trained by Women's Health in the South East (WHISE) on Prevention of Violence Against Women and Bystander Action. Two media projects were funded. One of them, titled "Youth United Against Family Violence", has won the National Local Government Award 2020 under the Addressing Violence Against Women and their Children category.
- In line with Greater Dandenong's Gambling Policy and advocacy efforts a decision by the VCGLR to refuse an application for gaming machines by Players Hotel was handed down.
- Council has published its LGBTIQ inclusion statement and a flag raising ceremony was conducted for International Day Against Homophobia, Biphobia, Intersexism and Transphobia (IDAHOBIT) Day 2020.
- As part of the implementation of the current Reconciliation Action Plan 2017–20, Council organised events and programs to celebrate and promote Aboriginal and Torres Strait Islander culture and heritage.

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**

**COMMUNITY RELATIONS**



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### Annual Sustainability Report

The City of Greater Dandenong's Council Plan 2017–21 identifies six key strategic objectives. These include "A healthy, liveable and sustainable city" and "A city planned for the future".

The Greater Dandenong Sustainability Strategy 2016–30 provides the strategic framework to guide the City of Greater Dandenong to becoming one of the most sustainable cities in Australia by 2030.

The strategy sets goals, objectives and targets across 10 key sustainability themes:

-  Biodiversity and Open Space
-  Water and Stormwater
-  Climate and Energy
-  Waste and Resources
-  Transport and Movement
-  Buildings and Places
-  Environmental Pollution
-  Local and Sustainable Food
-  Local Community and Culture
-  Local Business and Economy

The Annual Sustainability Report is used to monitor and report on Council's progress against the goals, objectives and targets in the Sustainability Strategy 2016–30. This approach enables Council to make better sustainability decisions by using the report to help identify issues and respond accordingly.

In late 2017 Council developed the Sustainable Greater Dandenong website. Members of the community and others can use this interactive platform to navigate directly to sustainability issues that are of particular interest to them and track progress over time. In addition, visitors are able to create their own personalised sustainability action plan to demonstrate their personal commitments to sustainability.

For more information visit [sustainable.greaterdandenong.com](http://sustainable.greaterdandenong.com)

Key highlights for 2019–20 include:

#### Reducing Council's carbon emissions



Council is taking action to reduce greenhouse gas emissions and reduce the impacts of climate change. Between 2007 and 2019 there has been a **24.5 per cent reduction** on GHG emissions from Council's street lighting, buildings and facilities.

To accelerate the reduction in Council's greenhouse gas emissions, Council has:

- installed solar energy systems across Council facilities. Since 2018–19, there has been over 600kW of solar systems installed:
  - Dandenong Civic Centre – 100kW
  - Shepley Pavilion – 30kW
  - Springvale Community Hub – 250kW
  - Operation Centre – 85kW
  - Jan Wilson Centre – 50kW
  - Dandenong Market – 100kW
- entered into a 10-year agreement to secure all of the electricity for its street lighting from 100 per cent renewable energy sources.

#### Supporting local businesses save money and be more sustainable

Council is helping support the local business community reduce their operating costs through the implementation of the Environmental Upgrade Agreements (EUA's) program in partnership with Sustainable Fund Australia. EUA's can be used to fund building works that improve energy efficiency, reduce waste, and cut water use.

Smart Recycling in Dandenong South installed a 100 kw solar system with the help of a \$100,000 loan for the system cost through the Sustainable Australia Fund. They haven't had a power bill for two years and the loan is paid back through their Council rates each quarter. With the \$25,000 per year they save on electricity, the payback period is four years.



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## COMMUNITY RELATIONS

### Disability Action Plan

In accordance with the *Disability Act 2006*, in 2017 Council prepared and adopted the Disability Action Plan 2017-23 (DAP). This plan has reached its halfway point and a mid term review of the outcomes from the plan has taken place.

The review focused on the outcomes and identified areas requiring greater emphasis for the remainder of the plan. Council's Disability Advisory Committee (DAC) monitors the Plan outcomes and has played a key role in the review process.

The plan focuses on four core objectives relating to wellbeing, education and employment, physical environment and community participation.

#### Progress summary

##### 1. Introduction of the NDIS

Council has supported community members and service providers during the transition to the National Disability Insurance Scheme (NDIS) through hosting group information sessions for families and individual support.

##### 2. Involvement in local events

Increased opportunities to be involved in Council's parks and major events have been provided through promotion and community consultation resulting in additional social connections.

##### 3. Access to information

Council's website redevelopment is well underway and has been designed to meet standard access requirements. Printed materials and media have been developed to be accessible with video subtitles, accessible documents, and the promotion of Council events in various formats.

##### 4. Carers

With the introduction of the NDIS carers have been identified as needing additional support not available through the scheme. Projects to support carers in our community have been developed including the Carers Walking Group.

##### 5. Access to employment opportunities

Council continues to encourage increased access to employment opportunities for people with disabilities through:

- ongoing revision of employment processes and documents to ensure Council continues to provide equal opportunity to employment for people with disabilities;
- the use of grant funds to independently review seven projects currently underway at Council in order to consolidate employment outcomes;
- the annual hosting of graduates with a disability for work experience; and
- training for managers responsible for employment at Council.

##### 6. Staff training

An emphasis on training for all Council staff continues across all aspects of service delivery including induction.

##### 7. Access to the built environment

Council continues to prioritise works related to accessibility for new buildings and community facilities with the 2020 Building Audit to include a review of access upgrades needed.

Council responds to accessibility concerns raised by the community with funding set aside annually for building maintenance related upgrades. Council undertakes significant consultation with individuals, disability groups and schools on both major and minor built environment projects including the All-Abilities Playground soon to be built in Ross Reserve.

##### 8. Access to public transport

Council continued to advocate for increased accessibility to public transport including train stations, bus stops and the connections to existing community infrastructure. Council's Public Transport Advocacy Statement 2020 features a considerable list of the upgrades required to provide greater access for people with disabilities.

New local bus stops and upgrades to existing stops have been achieved and the introduction of 65 new high capacity metro trains on the Dandenong line will occur in 2020.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



#### 9. Information

The Access and Inclusion enews continues to be distributed to around 300 local people with disabilities and community organisations. The newsletter provides information on services, events and local issues, encourages participation in consultative opportunities and promotes disability awareness.

#### 10. Consultation and policy development

The Disability Advisory Committee continues to provide valuable advice to Council on a broad range of issues including Council strategies and programs, submissions to state and federal reviews, and local infrastructure.

#### Mid-point review

Following the completion of the mid-point review, increased support for technology, opportunities for changing attitudes towards people with a disability, support and advocacy for people ineligible for the NDIS, and further promotion of the NDIS to the CALD community have been identified as emerging issues for the second half of the Disability Action Plan.

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**

## COMMUNITY FUNDING PROGRAM



*South Sudanese Australian Youth United (SSAYU) Bounce Back Program*

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**





#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## COMMUNITY FUNDING PROGRAM

### Community Support Grants Program

The Community Support Grants Program allows not-for-profit community groups to apply for funding to support projects, programs, and activities that will benefit residents of the City of Greater Dandenong.

Community groups can apply for up to \$20,000 through the program which is run twice annually with closing dates in February and August. Eligibility and assessment criteria are set out in the guidelines for the program which can be found on Council's website [www.greaterdandenong.com](http://www.greaterdandenong.com)

Council has endorsed a new Community Support Grants Policy which will be implemented in 2020–21.

### Community Response Grants Program

The Community Response Grants Program is open to both groups and individual residents of the City of Greater Dandenong. Small not-for-profit community groups can apply for up to \$2,000 to support community group member activities. Not-for-profit organisations may apply for up to \$1,000 for responsive projects, programs, or activities that will benefit residents of the City of Greater Dandenong. Individual residents can apply for up to \$500 for travel and accommodation expenses to participate in an elite level sporting tournament, artistic or cultural performance, scientific, technological, environmental or sustainability related activity, community sector or civil society forum, or to receive a highly esteemed individual award.

This program is open year-round with no specified closing date. Eligibility and assessment criteria are listed in the guidelines which can be found at [www.greaterdandenong.com](http://www.greaterdandenong.com)

### Sponsorships Program

The City of Greater Dandenong provides sponsorship for major events and other activities that attract a significant number of visitors to the municipality thereby boosting the local economy, and/or promoting Greater Dandenong as a great place to live, work and invest.

Council has endorsed a new Sponsorship Program with new agreements for 2020–21.

### Community Partnerships Funding Program

Council provides Community Partnerships Funding to key service organisations within the municipality for a three-year period. These agreements aim to provide greater certainty and continuity of funding to enable longer term service planning.

Council has endorsed a new Community Partnership Funding Program with new agreements for 2020–21.

### Greater Dandenong Volunteer Resource Service

Council provides funding to support the operation of the Greater Dandenong Volunteer Resource Service (GDVRS). The GDVRS assists local residents to find suitable volunteering opportunities and supports local not-for-profit community organisations to recruit and train volunteers.

### Material Aid Response Collective Impact Grants Program

The Material Aid Response Collective Impact Grants Program was developed in response to the Federal Government's cuts to the Status Resolution Support Services and the growing need for material aid and emergency relief in the City of Greater Dandenong. Consortium member agencies are eligible for grants to assist them in meeting the goals of the consortium to address the material aid needs within the community.

The program had a two-year time limit, ending June 2020. In February 2020 Council endorsed a two-year Collective Impact Grant Program to develop an Anti-Poverty Strategy from July 2020 to June 2022.

### Venue Hire Fund

Council may provide responsive support to voluntary organisations through fee waivers for Council venue hire fees for significant one-off community events.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



##### Community Support Grants Program

Applicant Name	Project Title	Amount Granted
3000Acres Grow Ltd	Enabling neighbourhood-scale composting in the City of Greater Dandenong	\$5,000
AA Combined Groups at Palm Plaza	Dandenong Alcoholics Anonymous support project	\$12,060
AARDO (Afghan Australian Rehabilitation and Development Organisation)	Community integration (connecting young people to community)	\$1,000
Afghan Australian Philanthropic Association Inc.	Afghan New Year 2020	\$2,000
Afghan Women's Organisation Victoria	Afghan women's empowerment retreat	\$2,420
Afri-Aus Care Inc.	African gardening for connected communities	\$6,810
Al-Emaan Women's Organisation Inc.	Healthy lifestyle	\$3,750
All Nations Social Cricket	Dont Give Up, Give Back – National Cup	\$7,150
Arabic Women Seniors Group	Active women connected	\$3,000
Association of Ukrainians In Victoria (AUV)	Ukrainian community Christmas dinner January 2020	\$1,000
Association of Ukrainians in Victoria South Eastern Branch	70th anniversary of Ukrainian settlement in Australia	\$1,000
Asylum Seeker Resource Centre Inc.	Pathways to Employment (PTE) for People Seeking Asylum	\$10,000
Australian Hazara Women's Friendship Network Inc.	Empowered women make proud communities	\$2,000
Australian Rohingya Soccer Club Inc.	Rohingyan Soccer club	\$2,000
Australian Serbian Pensioner Association Inc.	Be creative, be active, enjoy cooking and sharing traditional dishes	\$2,000
Australian Society of Graduate Tamils Inc.	The Tamil Language Competition 2019 – Cultural night and awards ceremony	\$2,000
Australian Vietnamese Women's Association Inc.	Support for Vietnamese independent Senior groups	\$2,000
Australian Vietnamese Women's Association Inc.	Sustainability living education	\$5,000
Bengali Association of Victoria Inc.	Community Play Festival depicting the journey of a migrant	\$7,000
Cambodian Association of Victoria Inc.	Khmer Pchum Ben Festival	\$2,000
Carers Victoria Inc.	Carers Victoria's Dandenong Mingle 2018	\$3,000
Casey and District Multiple Birth Association Inc.	Enhancing social connectedness in expectant and new parents of multiples	\$3,000
Connection Arts Space Inc.	Art Connecting Community 2020	\$14,060
Creativity Australia Limited	With One Voice – Greater Dandenong	\$2,700
Dandenong Chess Club	Dandenong Junior Chess Training Centre – Kids Shine Community Thrives	\$2,600
Dandenong High School	Dandenong High School – Centenary Celebrations Film	\$7,500

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### COMMUNITY FUNDING PROGRAM

#### Community Support Grants Program (continued)

Applicant Name	Project Title	Amount Granted
Dandenong Low Vision Group	Annual outings for people who have low vision	\$2,006
Dandenong South Primary School	Women's Wellbeing Expo	\$3,000
Dandenong West Primary School	2020 Dandenong West Cultural Diversity Harmony Day Community Festival	\$3,500
Dandy Cat Rescue	Seniors for seniors – new love for older cats	\$3,000
Doveton Baptist Benevolent Society Inc.	Nourish Community Garden	\$3,000
Doveton Special Soccer School Inc.	Increase sport and social participation for people with special needs	\$2,000
ERMHA	Coffee and chat centre (Working Title)	\$10,000
Family Relationships Institute Inc.	Making respectful relationships a reality	\$7,100
Footprint Enterprises Inc.	Grounded Project – cultural excellence project featuring mentor program, camp, festival	\$10,000
Forum on Australia's Islamic Relations Inc.	Woggle Box	\$2,000
Friends of Refugees Inc.	Production of environmentally friendly products by FORs women's sewing group	\$7,440
Greek Community of Springvale and Districts Limited	Greek National Day, Mother's Day, Father's Day and Easter celebrations	\$2,000
Interfaith Network of the City of Greater Dandenong Inc.	The Annual Victorian Interfaith Networks' Conference 2019	\$5,000
Kerala Hindu Society	South Indian New Year Vishu	\$2,000
Kerala Hindu Society Melbourne Inc.	Onam Cultural Diversity Day 2019	\$3,500
Keysborough Bowls Club	Bowls and equipment	\$2,000
Keysborough Junior Football Club Inc.	Grow KJFC	\$2,800
Malayalee Association of Victoria Inc.	MAV Onam Festival 2020 celebrations at Springvale City Hall	\$2,000
Melbourne 7-Melody Notes Inc.	Beautiful Chinese Music Concert Show	\$1,000
Melbourne Malayalee Federation Inc.	MMF Melbourne Onam 2020	\$2,000
Montenegrin Society "Njegos" Melbourne Inc.	Celebrating local Aboriginal and Torres Strait Islander culture	\$4,500
Musicians Making a Difference	MMAD Moves Multicultural Dance and Mentoring Project	\$5,900
Nagwala Willumbong Limited	Ending homelessness	\$4,900
Napoli Family Dandenong Inc.	Keep the Napoli Family Club alive	\$2,000
Polish Community Council of Victoria Inc.	Conference for young leaders	\$1,000
Reading Out of Poverty Inc.	Lifelong learning and literacy project	\$7,500
River Jiang Arts Inc.	River Arts 15th years of Fabulous Chinese String Show	\$2,000
Rodriguan Social Club of Vic Inc.	RSCV multicultural lunch	\$1,000
Sewa International (Aust) Inc.	Indian Senior Citizens Forum – Dandenong Chapter	\$1,240

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



Applicant Name	Project Title	Amount Granted
Shamama Association of Australia Inc.	Being a good Dad	\$2,000
South Eastern Melbourne Vietnamese Associations Council (SEMVAC Inc.)	SEMVAC multicultural concert dinner dance	\$2,500
Springvale Italian Senior Citizens Club	Companionship program	\$1,000
Springvale Learning and Activities Centre Inc.	CoCo's creative community workshop	\$9,000
Springvale Mandarin Network	2019 Springvale Tai Chi Healthy Festival	\$2,000
Springvale Monash Legal Service Inc.	Know your rights at work	\$5,000
Sri Lankan Study Centre for Advancement of Technology and Social Welfare (SCATS)	SCATS Malini Jayasinghe Short Drama Festival 2020	\$5,000
St Kilda Gatehouse	Breaking the cycle of child sexual exploitation: Group work A	\$10,000
St. Martin's Youth Arts Centre	St Martins' outreach program	\$5,000
Swim and fitness program for people who are blind or have low vision	Swim and fitness program	\$680
The Association of Hazaras in Victoria Inc.	Driving education program for Afghan women	\$3,000
The Australian Indian Innovations Inc.	Alli Diwali – Festival of lights	\$5,000
The Australian Indian Innovations Inc.	Alli Holi Festival of Colours	\$2,500
The Chinese International Cheongsam Association of Australia Inc.	Promoting traditional Chinese culture in the context of multiculturalism	\$2,000
TRY Australia	AMPED-UP – Active Mindset & Physical Education Development – Unlocking Potential	\$9,670
United Filipino Elderly Group Inc.	Senior citizens fitness program	\$300
Victorian Afghan Associations Network	Online community hubs for Afghans	\$2,000
Victorian Afghan Associations Network	The Nawroz Festival 2020	\$9,500
Victorian Tamil Cultural Association	Tamil New Year 2020 (Thai Pongal Vila – Harvest Festival)	\$2,000
Victorian Tamil Cultural Association Inc.	Kalai Vila 2019	\$3,000
Vietnamese Australian Seniors Association of Victoria Inc.	Senior Festival for Vietnamese & Indochinese	\$1,525
VYSSA Inc.	Empower youth through education	\$2,870
Welcome Dinner Project	Let's eat together – bringing the Welcome Dinner Project to Dandenong	\$10,000
Wellsprings for Women	Safety and Equality Matter (SAEM)	\$7,500
Windana Drug & Alcohol Recovery Inc.	Art Therapy Open Studio	\$10,000
Xinjiang Chinese Association of Australia Inc	Alleviation of social isolation amongst CALD Seniors	\$2,000
Xinjiang Chinese Association of Australia Inc.	Regular weekly activities	\$3,675
<b>TOTAL</b>		<b>\$336,156</b>



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## COMMUNITY FUNDING PROGRAM

### Community Response Grants Program

Applicant Name	Project Title	Amount Granted
Afghan Youth Association of Australia Inc.	Community presidential election's BBQ program	\$1,000
All Mesopotamia Christian Association	Youth Group Activities and Aramaic Language Classes	\$1,000
Australia Ceylon Fellowship Inc.	Senior's annual pre-Christmas luncheon	\$1,000
Bangladesh Cultural Group Inc.	Hire of hall	\$1,000
Brighton Life Saving Club Inc.	CALD water safety day	\$1,000
Buddhist Sri Lanka Association of Victoria	End of year public concert	\$750
Burden Park Tennis Club	Rain Beater Roller	\$725
Burgher Association of Australia Inc.	Lunch for the elderly	\$1,000
Cambodian Australian Christian Church Inc.	Seniors and family group excursion	\$1,000
Cambodian Chinese Friendship Association of Victoria Inc.	Weekly Seniors activities	\$1,000
Casey Tamil Manram Inc.	Seniors social and social enhancement	\$1,000
Ceylonese Welfare Organisation Inc.	End of year lunch 2019 and mid-year lunch 2020	\$1,000
Circolo Pensionati Campani Italiano di Clayton	Socialising lunches playing cards and coffee	\$1,000
Circolo Pensionati Italiani Di Oakleigh e Clayton	Regular social and recreational activities	\$1,000
City Kings Basketball Association Inc.	Basketball court hire	\$750
Cleeland United Soccer Club Inc.	Stage an event to celebrate the 15th anniversary of our club	\$1,000
Connection Arts Space Inc.	Connection arts space spring season of exhibitions	\$1,000
Corona Italian Seniors Club of Casey Inc.	Seniors gathering	\$1,000
Cross Purpose Church Inc.	Youth Camp 2020	\$750
Dandenong Alevi Cultural Centre Inc.	Community end of year picnic	\$1,000
Dandenong Chess Club Inc.	Grant for annual Chess Club activities	\$750
Dandenong Health and Recreation Model Association Inc.	Outdoor family sports day	\$1,000
Dandenong Springvale Athletics Inc.	Starting blocks and marquee	\$1,000
Dandenong Town Club Inc.	Help to pay for the rent of Hall	\$950
Dandenong-Mulgrave Toastmasters Club	Leadership and communication activities	\$750
Ekiti Kete Association of Victoria Australia Inc.	Inauguration of Ekiti Kete Association of Victoria in Australia	\$750
El Hokama	Seniors getting out and about	\$1,000
Ella Pollard	State Netball	\$350
Evergreen Seniors Group Inc.	Regular group meetings	\$1,500
Farda (Tomorrow) Association	Ghan International Film Festival of Australia	\$1,000
Folklorni Ansambl Moravac	Performing	\$1,000

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



Applicant Name	Project Title	Amount Granted
Goan Overseas Association of Victoria Inc.	Goan Carnival Festival	\$1,500
Greek Community of Springvale and Districts Ltd	Christmas celebration 2019 and regular meetings	\$1,000
Greek Senior Citizen Parish of St. Athanasios Springvale	Annual Seniors engagement activities	\$1,000
Heritage Tennis Club	Launching Tennis	\$1,000
Horn of Africa Welfare and Development	Setup	\$750
Instituto Nazionale Per La Guardia D'onore Alle Reali Tombe Del Pantheon	G of H 2020 members annual free BBQ	\$1,000
Italian Elderly Citizen Club Noble Park Inc.	Supporting Italian Senior citizens	\$1,000
Italo-Spanish Club Inc.	Father's Day celebration and final social meeting	\$1,000
Jesuran Welfare Services	Christmas for Refugees	\$1,000
Kek Duna & Delvideki Magyarok Szovesege (blue Danube & Association of Southern Hungarians Inc.)	Fortnightly seniors lunches and activities	\$1,000
Keysborough Park Cricket Club	Sporting team	\$750
Las Iluminadas	Regular excursions 2019-20	\$750
Lions Club of Dandenong Inc.	Seniors Christmas outing	\$1,000
Malayalee Association of Victoria Inc.	Onam celebration at Springvale Town Hall	\$1,000
Melbourne Chinese Soccer Association Inc.	Community winter sports around Greater Dandenong	\$1,000
Melbourne Community Support Organisation Inc.	Health Wise	\$1,000
Melbourne Waverley Netball Club Inc.	New team game uniform	\$1,000
Miss Anaisis Tupuailei	Indoor State Netball Nationals	\$350
Miss Ashlee Spencer	Worlds Dance Championship representing Australia	\$500
Miss Mela Basic	Australian Schools Volleyball Cup	\$350
Miss Naduwa Baika	Australian Schools Volleyball Cup	\$350
Miss Sara Jevtic	Australian Schools Volleyball Cup	\$350
Miss Sara Knezevic	Australian Schools Volleyball Cup	\$350
Miss Taj Rushby	Australian Schools Volleyball Cup	\$350
Moru Community of Victoria Inc.	Muro traditional and cultural day	\$1,000
Mr Alexandar Ivetic	Cadet, Junior and U21 Karate World Championship.	\$500
Mr Marama Kufi	2019 FECCA Conference – Hobart, Tasmania	\$350
Mr Ruwan Paul	Japan Powerlifting competition	\$500
Mr Titan Sega	Vic U18 Schoolboys Rugby	\$350
Multicultural Women's Group	Supporting isolated multicultural women	\$750
Napoli Family Club	Mother's Day luncheon	\$1,000
Noble Park North Multicultural Senior Club Inc.	Recreational annual group activities	\$1,000

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## COMMUNITY FUNDING PROGRAM

### Community Response Grants Program (continued)

Applicant Name	Project Title	Amount Granted
Nuba Mountains International Association of Australia – VIC	Community gathering	\$500
Obbo Community Development Association	Celebrating Obbo Youth Festival	\$1,000
Oromo Relief Association Australia-South Pacific Region Inc.	Community activity support	\$1,000
Parkmore Pirates Cricket Club Inc.	Engaging the community in organised sporting activities	\$1,000
Program for Improving English	English classes	\$500
Ramblers Community Walking Group	Ramblers walking club	\$1,000
Rasul Akram Association of Victoria Inc.	Dari classes and Volleyball team	\$500
Relaxum Group Inc.	Maintain good health and wellbeing of the Senior Slavic people	\$750
Rotary Club of Springvale City Inc.	Support fundraiser for SCCFA charity in Springvale	\$1,000
Seychelles Social Club of Melbourne Inc.	Social activities/Venue hire	\$1,000
St Mary's Netball Club	Netball participation in City of Greater Dandenong	\$1,000
St Pauls Sth Eastern Suburbs Maltese Seniors Ass Inc.	Special outings for Seniors members	\$1,000
Stella Clavisque Club (Australia-Mauritius) Inc.	Christmas Senior members/Family Fun Day	\$1,000
Tamil Senior Citizens Fellowship (Vic) Inc.	Deepavali celebrations-Tamil Senior citizens	\$1,000
The Australian Indian Innovations Inc.	Purchase of equipment	\$1,000
The Chinese International Cheongsam Association of Australia Inc.	Hall rental (Noble Park Community Centre)	\$1,000
The Combined Probus Club of Noble Park Inc.	Excursions	\$1,000
The Dandenong and District Orchid Club Inc.	Annual Orchid Show and club hall hiring	\$1,000
The Fiji Islamic and Cultural Society of Victoria Inc.	Annual group activities	\$1,000
The Golden Years Senior Group Inc.	Public liability insurance	\$1,000
The Keysborough Freedom Club Co Operative Ltd	Outdoor play upgrade	\$1,000
The Macedonian Senior Citizens Group of the City of Greater Dandenong St Dimitrija Inc.	Celebrate Womens International Day	\$800
The United Vietnamese Buddhist Congregation of South Eastern Melbourne Inc.	Mid Autumn Festival 2018	\$1,000
The Victorian Rabbit Association Inc.	Rabbit shows	\$1,000
United Filipino Elderly Group	Social activities for united Filipino elderly group	\$1,000
Uttar Pradesh Association of Australia (UPAA) Inc.	Diwali celebration	\$1,000
Vasudeva Kriya Yoga	International Day of Yoga	\$1,000

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



Applicant Name	Project Title	Amount Granted
Victoria Australia Samoa Seniors Inc.	Supporting and socialising for Samoan Seniors	\$750
Vietnamese Australian Senior Association of Victoria Inc.	Mother's Day celebration for Seniors	\$2,000
Wooranna Park Primary School Council	Aboriginal T-shirt Art Unit-Form	\$650
Yemeni Australian Community – Victoria	Community development and running some group activities	\$1,000
<b>TOTAL</b>		<b>\$83,275</b>

#### Sponsorships

Applicant Name	Project Title	Amount Granted
Chand Raat Eid Festival (CREF) Inc.	Chand Raat Eid Festival (CREF)	\$10,000
Dandenong Agricultural & Pastoral Society Inc.	148th Annual Dandenong Show	\$33,000
Dandenong Thunder	Dandenong Thunder Sponsorship	\$8,000
Lions Club of Noble Park Keysborough Inc.	Springvale Community Festiva	\$25,000
September Latin Festival Inc.	Sandown September Latin Festival 2019	\$31,000
Springvale Asian Business Association Inc.	2020 Springvale Annual Lunar New Year Festival	\$35,000
Victorian YMCA Youth & Community Services Inc.	Twilight Fun Run	\$5,000
Vietnamese Community in Australia – Victoria Chapter Inc.	TET Festival 2020 – 45 Years Settlement	\$25,000
<b>TOTAL</b>		<b>\$172,000</b>

#### Community Partnerships Funding Program

Applicant Name	Project Title	Amount Granted
Cambodian Association of Victoria Inc.	Youth program	\$23,080
City of Greater Dandenong Band Inc.	Operational support	\$23,874
Concern Australia Welfare Inc.	Handbrake turn	\$22,018
Cornerstone Contact Centre Inc.	Operational support	\$20,258
Dandenong & District Historical Society Inc.	Operational support	\$8,403
Dandenong Cricket Club Inc.	Women's Cricket – community and premier levels	\$6,898
Dandenong Neighbourhood House Inc.	Operational support	\$74,316
Friends of Refugees	Operational support	\$61,200
Interfaith Network of the City of Greater Dandenong Inc.	Operational support	\$93,050
Keysborough Learning Centre	Operational support	\$78,495
Noble Park Community Centre Inc.	Operational support	\$42,504

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### COMMUNITY FUNDING PROGRAM

#### Community Partnerships Funding Program (*continued*)

Applicant Name	Project Title	Amount Granted
South East Community Links Inc.	Operational support	\$446,899
Springvale & District Historical Society	Operational support	\$7,282
Springvale Benevolent Society Inc.	Operational support	\$19,223
Springvale Learning and Activities Centre Inc.	Operational support	\$42,504
Springvale Neighbourhood House Inc.	Operational support	\$72,721
St Vincent De Paul Society	Operational support	\$19,223
St. Joseph's Catholic Church Springvale	Operational support	\$10,804
We Care Community Services Inc.	Operational support	\$20,258
Wellsprings for Women Inc.	Operational support	\$112,403
<b>TOTAL</b>		<b>\$1,205,413</b>

#### Material Aid Response Collective Impact Grants

Applicant Name	Project Title	Amount Granted
Friends of Refugees	Food for good; City of Greater Dandenong addressing food insecurity	\$20,000
Springvale Learning and Activities Centre Inc. with South East Community Links	Collaboration Model Pilot	\$72,600
<b>TOTAL</b>		<b>\$92,600</b>

#### Venue Hire Fund

Applicant Name	Project Title	Amount Granted
The Australian Indian Innovations Inc.	Alli Diwali Festival of Lights	\$1,000
Victorian Afghan Football Association (VAFA)	Christmas Cup (Soccer Tournament)	\$4,635
<b>TOTAL</b>		<b>\$5,635</b>

#### Greater Dandenong Volunteer Resource Service

Applicant Name	Project Title	Amount Granted
South East Volunteers Inc.	Greater Dandenong Volunteer Resource Service	\$85,522
<b>TOTAL</b>		<b>\$85,522</b>

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**





**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**

## **SERVICE SUMMARIES – A YEAR IN REVIEW**



*Keysborough Bowling Club*

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**





#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### SERVICE SUMMARIES – A YEAR IN REVIEW

#### Business, Engineering and Major Projects

##### City Improvement

This department incorporates the Project Delivery team and the Building Maintenance team. Project Delivery is responsible for design, project management and delivery of Council's City Improvement Program (CIP) associated with property, plant and equipment, and infrastructure capital works projects.

Building Maintenance organises and carries out repairs and maintenance activities to Council owned building assets, including reactionary and programmed maintenance. Building Maintenance also manages lift maintenance, office cleaning and the security services contracts.

##### Achievements

- ✓ The Commonwealth Government part funded Roads to Recovery local road rehabilitation program was 100 per cent completed on budget and on time, and 100 per cent of the Road Renewal Program (crack sealing, major patching and resurfacing and rehabilitation) was completed on budget and to deadline.
- ✓ A number of significant road safety improvements were delivered through the federally funded Blackspot Program and Council's own Local Area Traffic Management Program (LATM).
- ✓ Work progressed on major building projects including the Springvale Community Precinct and commencement of the Art Gallery at Mason Street Dandenong.
- ✓ The design for a major sports pavilion redevelopment at Ross Reserve was brought to tender stage ready for construction in 2020–21.
- ✓ The annual building renewal program was completed incorporating over 80 improvement projects across various Council buildings.
- ✓ A number of carpark, open space, playground, lighting and landscape projects were completed across Council's reserves including Dandenong Park, Coomoora Reserve, Alex Nelson Reserve, Greaves Reserve, Tatterson Park and Parkfield Reserve.

- ✓ Building Maintenance successfully implemented and completed the annual maintenance program across Council owned buildings.
- ✓ 100 per cent compliance was achieved in Essential Safety Measures (i.e. occupancy permits, maintenance determinations and certificates of final inspections) for all Council owned buildings.

##### Infrastructure Services and Planning

Infrastructure Services and Planning is responsible for the maintenance and renewal of the city's roads, drainage, footpath and shared pathway network, parks, vegetation (including trees) and recreational and sporting grounds. Key focus points are improving asset life, functionality, amenity and safety for the community and residents. Council's fleet services, waste collection services including waste education, and cleansing services including graffiti removal are also responsibilities of this department.

##### Achievements

- ✓ The Dumped Rubbish 'Hot Spots' program continued with over 6,387 collections to remove approximately 755,731 tonnes of dumped rubbish from streets throughout the municipality.
- ✓ A new 22-seater community bus (double the capacity of the existing 11-seater buses) to transport larger groups of elderly citizens to activities and events was introduced.
- ✓ The 100m long Tirhatuan Park boardwalk was reconstructed which provided economic benefit to Council whilst providing an opportunity for staff to learn new skills.
- ✓ A comprehensive Waste Education and Engagement Program was developed and delivered which included direct engagement with 1,669 Early Learning Primary and Secondary students across 66 sessions, 995 Culturally and Linguistically Diverse (CALD) students and 1,116 residents.
- ✓ One Re-Use and Recycle Drop Off Day was held attracting 865 vehicles delivering a range of household items that could be re-used and recycled.
- ✓ Council's household garbage and recycling service achieved a recycling rate and diversion from landfill of 48.51 per cent from all household garbage and recycling collected from the kerbside. This is Council's best result in nine years.

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



- ✓ Council worked with the State Government's Metropolitan Waste & Resource Recovery Group and 15 other councils in south-east metropolitan Melbourne to develop a business case for the procurement of Advanced Waste Processing as an alternative to landfill and has completed the first stage of the procurement process to confirm three shortlisted tenderers.
- ✓ Cricket Victoria's premier Cricket wicket and oval rankings resulted in Greater Dandenong scoring their highest ever rating at Greaves Reserve, oval and wicket combined were ranked one for the second year in a row.
- ✓ The new Alex Wilkie Nature Reserve Visitors Centre opened in November 2019, which houses a range of local natural history and interpretation elements to enable the community to engage in biodiversity. New interpretation signs were installed through the nature trail at the reserve, as well as at other reserves including Tatterson Park, Fotheringham Reserve and Tirhatuan Park. Aboriginal content was an important inclusion in the new signs.
- ✓ 'Greening Our City', Council's Urban Tree Strategy 2018-28 was implemented with 3,338 trees planted in year two of this strategy.
- ✓ The School Based Traineeship program in partnership with the National Horticulture Institute, Gr8 and Citywide is now in its second year, and assists a group of students with learning difficulties to obtain experience in parks maintenance at Keshava Reserve in Dandenong. The program has resulted in improvements to the amenity of the park, a reduction in anti-social behaviour and students being given the opportunity to gain qualifications in horticulture. Last year one of the students was selected by Citywide for an apprenticeship at the end of the program.
- ✓ Council successfully obtained a number of grants for environmental works across the municipality including revegetation, weed control and community engagement activities. This includes \$195,000 from the Federal Government Community Environment Program, \$28,000 from Melbourne Water's Corridors of Green program, and over \$100,000 from the Port Phillip and Westernport Catchment Management Authority for the Our Catchment Our Community grant program. This funding contributed to 64,545 indigenous seedlings being planted in parks and reserves across the municipality, Council's largest ever indigenous planting program.
- ✓ The Dial Before You Dig system was procured and implemented across the organisation to improve the information to the community and Council about works affecting Council assets.
- ✓ A new Asset Management System was procured which will enhance Council's ability to manage its assets and streamline its operations.
- ✓ A total of 4,040 assets were created that came from assets gifted to Council, purchased or created through capital projects.
- ✓ The replacement of 350 high energy consuming public lights with sustainable LED lights was completed.

#### Major Projects

This unit is responsible for the planning and delivery of major and special projects that increase community, social and economic benefit for Greater Dandenong in line with the strategic priorities of Council. Activities include the development of strategies, feasibility studies and plans along with managing community and social infrastructure projects to ensure effective utilisation and growth of community facilities.

#### Achievements

- ✓ The Aquatic Strategy was completed and adopted by Council in September 2019. Detailed planning was undertaken to progress the implementation of priority actions including NPAC Stage 1 Redevelopment Feasibility Analysis, Dandenong Aquatic and Wellbeing Centre Partnership Investigation and Dandenong Aquatic and Wellbeing Centre Business Case which is still underway. A stimulus funding application for the NPAC Stage 1 redevelopment was lodged with the State Government.
- ✓ Advocacy continued for the Dandenong Sports and Events Centre and for a professional football team in the south east region.
- ✓ A site was selected for the new Keysborough South Community Hub at the corner of Chapel and Villiers roads in Keysborough following a community consultation process. A detail design and documentation process for the Community Hub is currently underway and community consultation regarding the draft design is complete.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### SERVICE SUMMARIES – A YEAR IN REVIEW

#### Transport and Civil Development

The Transport Unit incorporates Strategic Transport Planning (STP) and Transport System Management (TSM). STP delivers transport planning, leads regional transport coordination; undertakes liaison and advocacy; and delivers expert advice on long-term transport needs for the city. TSM develops and coordinates traffic safety, local area traffic management, parking infrastructure, sustainable transport and heavy vehicle permits.

The Civil Development unit is responsible for the approval of engineering plans, regulation of subdivision roads, coordinates the engineering aspects of Development Contribution Plans and provides advice for new developments including stormwater management design assessments. It also encompasses administering civil works, vehicle crossing, and asset protection permits.

#### Achievements

- ✓ Council was successful in gaining almost \$2 million of Black Spot Program funding for road safety treatments in the upcoming financial year.
- ✓ Around \$1 million of road safety treatments were delivered across the municipality through a combination of Council, Victorian and Federal Government Funding.
- ✓ Policies were adopted by Council regarding public car share and electric vehicle charging. Public car share facilities have since launched in Dandenong.
- ✓ Parking precinct reports and action plans were developed for Dandenong, Springvale and Noble Park Activity Centres.
- ✓ A draft Greater Dandenong Public Transport Advocacy Statement was prepared and presented to Councillors.
- ✓ Advice was provided to the Statutory Planning Department relating to traffic and parking impacts associated with over 350 planning applications.
- ✓ A Djerring Trail extension and East Link Trail connection feasibility study was undertaken – funding for this included \$30,000 from the TAC Local Government Infrastructure program.
- ✓ Rapid responses continued to be provided to Heavy Vehicle Permit applications.
- ✓ 96 per cent of customer requests relating to transport issues (parking signage/road safety) were responded to within corporate response timeframes.

- ✓ Council's position and participation on the Executive Committee of RoadSafe South East was maintained.
- ✓ Council continued to participate in the South Eastern Metropolitan Integrated Transport Group and Eastern Transport Coalition.
- ✓ Three large active transport infrastructure projects were planned and delivered.
- ✓ Staff to implement the new Asset Protection Permit inspection process were recruited and 448 Asset Protection Permits were issued.
- ✓ 269 Vehicle Crossing and 321 Civil Works Permits were granted.
- ✓ 1,584 planning and stormwater referrals were assessed.

#### Activity Centre Revitalisation

The Activity Centre Revitalisation department leads and coordinates the revitalisation of the Dandenong, Springvale and Noble Park activity centres through the stewardship of property development, infrastructure, planning, stakeholder engagement, project management and place making.

#### Achievements

- ✓ Council worked in partnership with Development Victoria and liaised with other key developers to progress investment on key development sites including the EOI for the Foster Street precinct, in central Dandenong.
- ✓ The Greater Dandenong Gallery of Art construction tender was awarded.
- ✓ The construction tender for the Springvale Boulevard project stages one and two was advertised.
- ✓ Phased works to implement actions from the Indian Cultural Precinct Framework were delivered through a \$500,000 grant and a precinct marketing plan developed.
- ✓ Place making projects were delivered in the activity centres including the transformed program, interpretive signage, and comfort improvements including tree planting to public spaces.
- ✓ Place making measures in the activity centres including, business audits, behaviour mapping and Place Scores were completed. A brief for an Activity Centres Tree Planting was awarded and commenced.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

- ✓ The new multi-sport park facility was completed in central Dandenong.
- ✓ Strategic property acquisitions including 12-14 Stuart Street, 50 Halpin Way (former Precinct Energy Plant) and 235 Lonsdale Street (Harmony Square), Dandenong were confirmed.

##### Economic Development

The Economic Development Unit (EDU) markets Greater Dandenong as a business destination; facilitates business attraction, investment and employment creation; supports existing businesses; and measures and monitors the local and regional economy to enhance the economic prosperity of the municipality.

##### Achievements

- ✓ "Great Bites Open for Business" went live. Over 35 businesses have registered and are listed on Council's website. 20 posts were made on social media.
- ✓ There was a 50 per cent increase in the uptake of food and cultural tours prior to the COVID-19 pandemic.
- ✓ EDU's Customer Relationship Management (CRM) database grew from 6,500 to over 10,000 business contacts. It enabled Council to easily engage with businesses and provide both immediate and long term recovery assistance once the COVID-19 pandemic hit. The dataset was also used to directly request assistance from those businesses that had products or expertise in key areas of recovery such as PPE items and emergency food and relief items for our community.
- ✓ The Real Estate Development Forum was held in September 2019 and was attended by over 70 people from across the building, industrial, commercial and residential real estate sectors.
- ✓ Four editions of Talking Business magazine were delivered. Current readership is approximately 11,000 (8,000 electronic subscribers and 3,000 print subscribers). As part of Council's ongoing commitment to sustainability, the EDU continued to encourage readers to receive the magazine in electronic format. The transfer rate over the last 12 months has been slowly increasing.

- ✓ As a result of the pandemic, the monthly Talking Business newsletter quickly switched to weekly to provide the business community with the best level of communication. This was well received and the engagement continued to remain steady. In 2019-20, 30 newsletters were sent with a 95 per cent delivery rate (5 per cent being bounce-backs). The average open rate was 26.9 per cent and the average 'clickthrough' rate was 3.7 per cent. These figures are strong given the large database EDU distribute to.

- ✓ LinkedIn followers grew by 64 per cent. When compared against the Councils that make up South East Melbourne (SEM), the City of Greater Dandenong is ranked fourth highest.
- ✓ EDU arranged for CGD businesses to be involved in the South East Melbourne (SEM) Regional Business Survey (conducted in May 2020).
- ✓ New business and investment enquiries were facilitated through the permit and approval process, including starting the Better Approvals Project.
- ✓ A review of the Tourism Strategy and Action Plan 2014-18 and Regional Food Strategy 2015-18 were presented to a Councillor Briefing Session and implementation continued.

##### South East Business Networks (SEBN)

Through its unique networking model, SEBN brings people and companies together, providing practical and relevant support to strengthen manufacturing knowledge and capability; support and strengthen the role of women in business; enhance business sustainability, and deliver leadership and employment opportunities that contribute to the economic and social wellbeing of the region.

##### Achievements

###### Business:

- ✓ A strong participation base was maintained, with increasing numbers of new and younger business owners and managers across all levels of business from CEO to shop floor. The success has continued with the 'Future of Manufacturing' group demonstrating a strong corporate social responsibility ethos and is a 'good practice' exemplar. The 'This is IT Schools' laptop program is a great example of corporates 'giving back' to the local community.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### SERVICE SUMMARIES – A YEAR IN REVIEW

- ✓ A diverse program of activities and site visits was delivered including local and international experts on topics as diverse as people, behaviours and skills to global issues and trends and emerging technologies. Smart manufacturing/Industry 4.0 and the annual Economic Update with the NAB continued to be key features, with issues around leadership and process improvements also a focus. SEBN's annual Christmas Industry Breakfast featuring Ben Darwin presenting on 'The Greatest Myth: Culture Eats Strategy for Breakfast' was a great success.
- ✓ The focus on business sustainability continued with the collaborative ASPIRE waste exchange platform moving to stage two of its development; together with internal and external work on waste and resource initiatives designed to encourage industry to transform its practices.
- ✓ The Women in Business (WIB) program explored a range of leadership and business development activities across all disciplines of business -with mental wellness featuring strongly. International Women's Day (IWD) was a key event, featuring Annabelle Chauncy, founder and CEO of the School for Life Foundation. Other event topics during the year included a number of COVID-19 themed sessions of support.
- ✓ COVID-19 required a quick and appropriate response and SEBN adapted to online delivery of education for local manufacturers within one week of the stage three COVID-19 measures being announced.

#### Community:

- ✓ As a result of the learnings from the initial Community Revitalisation (CR)/One Percent project, further projects were delivered under the guidance/oversight of the Greater Dandenong Regional Employment Taskforce. Local organisations have been supported in a capacity-building project designed to impact the job readiness of 150+ jobseekers, while an additional project is currently designing a tool to streamline access to employment support for the region's jobseekers. Success in these endeavours has led to a further extension to the CR project with additional project funding being provided by the state government.
- ✓ The 11th anniversary of the CGD Industry Take a Swing for Charity Golf Day held in February, again attracted significant support from businesses, raising \$50,000 for two local charities and the bushfire appeal. This brings the total funds raised to close to \$500,000 thanks to local business

and industry – distributed to a wide range of local charitable organisations delivering significant benefit to those most vulnerable in our community.

- ✓ The SEBN-SELLEN partnership delivered its annual 'Lunch with Winners' schools-industry event. Approximately 200 secondary school students, teachers and businesses were again inspired by the diversity of the career journeys of four young local 'winners'.

### City Planning, Design and Amenity

#### Building and Compliance Services

Building and Compliance Services strives to maintain standards of amenity, habitation and safety in buildings through powers vested on the Municipal Building Surveyor under the Building Act 1993. The unit provides public health services, building inspections, enforcement of safety standards, advice and consultation on building regulations issues and issuing of building permits. The Building Services team also provides copies of approved buildings and past permit details, activity reports to the Victorian Building Authority and variations to regulatory siting requirements.

#### Achievements

- ✓ Building compliance improved through education and enforcement activities including 18 prosecutions lodged and finalised (13 matters on hold due to COVID-19), the issuing of 100 building notices and 209 orders on non-compliant building work.
- ✓ 3,121 resident requests for information by solicitors and building surveyors were answered within the required timelines.
- ✓ 1,088 privately issued building permits were recorded on Council's systems.
- ✓ 773 report and consent applications were assessed, including 189 siting consents and 61 build over easement consents.
- ✓ 37 Essential Safety Measures inspections were carried out resulting in safer buildings.
- ✓ 1,436 annual food inspections were conducted.
- ✓ 100 per cent of critical and major non compliance notifications were followed up.
- ✓ responded to a Parliamentary Inquiry relating to a major food act prosecution.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



Dandenong Civic Centre Customer Service

##### Planning and Design

Planning and Design provides both statutory planning and strategic, design and sustainability services for the city. This includes the assessment of planning and subdivision applications, future land use strategy, urban design and sustainability assessment, policy development, open space planning and all legislative matters relating to the Greater Dandenong Planning Scheme.

##### Achievements

- ✓ Over 900 planning applications were determined, and the percentage of applications determined within the statutory timeframe improved from 75 per cent in 2018–19 to 78 per cent.
- ✓ The e-planning online planning portal to provide online submission of planning applications and enquiries was developed.
- ✓ Planning Scheme Amendment C213 – Residential Zones Review Part 2 was gazetted into the Planning Scheme.
- ✓ Planning Scheme Amendment C205 – Vegetation Protection Overlay was gazetted into the Planning Scheme.
- ✓ The Planning Panel hearing was held for C203 – Springvale Activity Centre Structure Plan, and is now awaiting gazettal of the Planning Scheme Amendment into the Planning Scheme.

- ✓ The second round of community consultation was undertaken for the draft Climate Emergency Strategy, draft Open Space Strategy, and the draft Noble Park Activity Centre Structure Plan. All draft documents are now completed.
- ✓ The Solar Savers program was delivered.
- ✓ The Sustainability Awards were delivered, along with the annual report on the Sustainability Strategy.
- ✓ The revised Dog Off-Leash Strategy was adopted by Council.

##### Regulatory Services

Regulatory Services provides compliance, education and enforcement functions related to animal management, local laws, parking management, litter prevention, school crossing supervision, Council's prosecution services and all the administration functions associated with the department's customer service functions. The department's activities directly impact on Council's vision of creating and maintaining a city of high quality amenity for all residents and visitors to the city, and importantly plays a role in improving the safety of all its residents, workers and visitors.

The department also manages all of Council's public parking facilities and a range of public safety programs including the Safe City CCTV system and the Civic Safety Officer service at Council's Dandenong Civic Centre.



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### SERVICE SUMMARIES – A YEAR IN REVIEW

#### Achievements

- ✓ Council's Safe City CCTV system has continued to grow with Council having cameras in Springvale, Noble Park and Dandenong central activity districts.
- ✓ The Parking Management team continue to deliver a much needed service to ensure parking turnover is encouraged in our activity centres, helping to improve customer access for our traders.
- ✓ The Animal Management team along with our Business Administration team have developed a technology based system for pet owners which provides a timely reminder for them that it's time to register their domestic pets.
- ✓ The Regulatory Services administration team along with our School Crossing Supervisors have continued to manage and deliver their important service during the pandemic.

#### Community Services

##### Community Arts, Culture and Libraries

The Community Arts, Culture and Libraries department seeks to ensure that meaningful opportunities are available for creative and cultural participation, learning, enjoyment and expression to improve the overall quality of life for local communities.

Library services are delivered in a variety of locations through various methods. This includes library branches at Dandenong and Springvale, library outreach programs and services, home delivery, bulk loans of materials to institutions and services delivered through the online library. Additionally, libraries oversee Council's historical civic collections, the shared historic archive, liaison with local history groups, preservation of digital records, and a program of local history exhibitions.

Arts and Cultural Development delivers engaging creative public programs, artist development, artist residencies, community and artist exhibitions, public art, and operates cultural venues including Heritage Hill and Walker Street Gallery.

The Drum Theatre is a performing arts centre and cultural hub in Dandenong that provides diverse, engaging and accessible programs through the presentation and support of professional and community productions, workshops, functions and events.

#### Achievements

- ✓ Springvale Community Hub Stage Two was completed and is ready for public opening (subject to the COVID-19 pandemic) with the completion of the building and northern landscape. The name of the site has been determined, and the Strategic Plan has been completed for the hub.
- ✓ Over 600,711 people physically visited the Libraries during 2019-20 and 417,683 visits were made to the virtual library.
- ✓ Pre the COVID-19 pandemic 20,361 people attended library programs in person. During the pandemic there were 3,120 online programs and sessions delivered on various platforms with 24,298 participant views.
- ✓ A library patron satisfaction survey was conducted in October 2019. Of the responses received, 86 per cent said that they were satisfied or very satisfied with the overall library service offered.
- ✓ Nine cultural heritage events were held for the year, with two of these being held online. Two cultural heritage exhibitions were held, with the remainder suspended due to the COVID-19 pandemic.
- ✓ Visits to the online Cultural Heritage and Civic Collection on e-hive reached 21,541 this financial year compared to 12,657 the previous year.
- ✓ The Home exhibition showcased artists from refugee and asylum seeker backgrounds, attracting over 900 visitors, an increase on the engagement in 2018-19.
- ✓ 11 artists in residency outcomes were facilitated throughout the year. Furthermore, in response to the COVID-19 pandemic the program was developed to respond remotely with online deliverables, an activation which was the first of its kind amongst Victorian LGAs.
- ✓ Partnerships with the Emerging Writers' Festival and Melbourne Writers' Festival delivered successful events.
- ✓ 77 arts-based programs were delivered throughout the year, with nearly one third of these pivoting to an online model, continuing to service our community under distancing restrictions.
- ✓ A total of 23 exhibitions were presented across the Walker Street Gallery and Heritage Hill venues, more than half of which featured local artists.
- ✓ The Drum theatre season included LabKelpie's Spencer, The Trauma Cleaner in association with the Dandenong Library, and the Cultural Threads fashion show. 2020 began with the theatre program launch, and presented Ray Lawler's Summer of the

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

Seventeenth Doll and the acclaimed American Song by Red Stitch Actors' Theatre before the theatre had to close due to the COVID-19 pandemic.

- ✓ Dandenong Primary School and Keysborough College were among the schools to use the Drum theatre this year, in addition to the range of children's programming presented directly by The Drum during school holidays. Highlights included over 2,000 tickets sold to The Wiggles and over 1,400 tickets to the Cat In The Hat. Masquerade Youth Productions' presentation of 'Wicked', involving a large cast of young people, attracted an audience of over 1,200.
- ✓ Our Beat and Our Story projects took off, attracting new participation by culturally and linguistically diverse local artists and young people finding a home at The Drum to create and produce new work.

##### Community Care

Community Care focuses on developing and supporting a range of initiatives and services to support older people and people with a disability, to remain fit and active and to live independently in the community for as long as they are able to do so. The department provides a range of in-home support services funded through the Commonwealth Home Support Program (CHSP) and the Victorian Government Home and Community Care Program for Younger People (HACC-PYP).

To encourage social connectedness community support services including community transport and centre based social support groups, and support and advice to seniors clubs and groups are also provided. The Community Access Unit includes the Regional Assessment Service (RAS) and disability inclusion and planning.

##### Achievements

- ✓ Consultations with seniors groups and Council's Positive Ageing Advisory Committee during 2019 identified that a lack of transport options is one of the major causes of social isolation. In response to this feedback additional shopping trips were introduced and a trial of day outings and luncheons commenced in January 2020. Over 120 older residents enjoyed these outings to places such as Rippon Lea and Blue Lotus Water Gardens before they had to be suspended due to COVID-19 restrictions. Council has also purchased a new 22 seater bus to increase the number of participants for the day trips and outings program that will be reinstated as soon as COVID-19 directions allow.

- ✓ The Seniors Festival held in October 2019 included many new events and activities including events at Heritage Hill, the Drum Theatre and Dandenong Library. As part of the Seniors Festival Council hosted the inaugural Multicultural Showcase at The Springvale Town Hall highlighting the many singing and dancing talents of seniors groups throughout the City of Greater Dandenong. Council also hosted the annual afternoon tea dance at the Jan Wilson Centre with approximately 180 people in attendance. Many seniors clubs held open days and many reported the number of "new faces" attending had increased from the previous year.

- ✓ The annual Multicultural Seniors Dance was held at the Springvale City Hall in September 2019. There were over 380 people in attendance with many local cultural groups providing entertainment on the night.

- ✓ The Positive Ageing Advisory Committee (PAAC) and the Disability Advisory Committee (DAC) continued to meet regularly during the year. Both committees have provided invaluable advice to Council on the development and ongoing monitoring of the Disability Action Plan 2017-23 and the Positive Ageing Strategy 2017-25. The Positive Ageing Advisory Committee also provided significant input into Council's submission to the Royal Commission into Aged Care Quality and Safety. The PAAC and the DAC have also provided feedback to Council on the impact of the COVID-19 pandemic on our older residents and residents with disabilities.

- ✓ The COVID-19 pandemic had a huge impact on the delivery of in-home support services to the frail and elderly in the second half of the financial year. These services are essential to maintaining the health and safety of our elderly and vulnerable residents who continue to live in their own homes in the community. Group social support programs had to be suspended and in its place staff undertook regular welfare checks/one on one chats with clients and delivered to clients homes library materials, games and craft materials to assist them to keep occupied whilst they had to self-isolate.

- ✓ Council developed the new "Tech Savvy Care Worker Project" which saw Community Care Workers trained by Council's library staff on how to support their clients to stay connected during the pandemic. It also has the long-term benefit of ensuring clients can successfully access technology and most importantly the skills to be able to use it.



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### SERVICE SUMMARIES – A YEAR IN REVIEW

- ✓ The pandemic restrictions have meant that the 100+ seniors clubs and groups have not been able to meet for many months which has impacted many older residents' mental health. Council's Positive Ageing Team have kept in regular contact with Club Presidents to provide any assistance and advice on new programs and assistance available for older residents experiencing loneliness and depression.
- ✓ To ensure both client and staff safety during the COVID-19 pandemic service procedures have been reviewed. Additional staff training in infection control, new procedures to minimise client/staff contact whenever possible plus the provision of additional Personal Protective Equipment (PPE) for staff in line with all Government requirements have been implemented.

#### Community Development, Sport and Recreation

The Community Development, Sport and Recreation department focuses on developing and supporting a range of initiatives and services to enhance the health and wellbeing of families in the city. The department includes Community Development; Volunteers, Sport and Recreation; and Community Funding.

##### Achievements

##### Community Funding

- ✓ Creation and delivery of six new grant programs, as part of the Partnership and Sponsorship Grants Review process.
- ✓ Delivery of the Material Aid Collective Impact Program (pivotal to the COVID-19 response) and endorsement of a two year collective impact Anti Poverty Program – community and officer led initiative to create a long term Municipal Anti-Poverty Strategy.

##### Community Advocacy

- ✓ A COVID-19 emergency food and material aid program was delivered with 12 community agencies and the redeployment of over 40 staff from across Council. 65 tonnes of food distributed to over 2000 people per week from early April to end of June.
- ✓ Publication of Council's LGBTIQ statement.
- ✓ The Victorian Commission for Gaming and Liquor Regulation (VCGLR) refused a local venue's application to increase gaming machine numbers based on Council's formal objection and subsequent testimony.

##### Volunteering

- ✓ Endorsement of Council's first Volunteer Policy.

##### Sport and Recreation

- ✓ Development of the draft Make Your Move Greater Dandenong Physical Activity Strategy 2020–30.
- ✓ Construction of four new playing field floodlighting projects at Shepley Oval (Dandenong Park), Alex Nelson Reserve, Coomoora Reserve and Booth Reserve.
- ✓ Grants were received for the construction of a grandstand at Police Paddocks soccer precinct, and Cricket nets at Springvale Reserve. A VicHealth This Girl Can Grant and DHHS Innovation Grant were received which aim to deliver a social change campaign and increase physical activity and social sport opportunities for migrant families in CGD. Lastly a VicSport Innovation Grant was received, that will aim to develop ideas to connect health practitioners to prescribe active recreation and physical activity mechanisms in CGD to improve health outcomes of residents.

#### Community Wellbeing

The Community Wellbeing department focuses on developing and supporting a range of initiatives and services to enhance the health and wellbeing of families in the city. The department includes Children's Services; Festivals and Events; Immunisation; Maternal and Child Health; and Youth and Family Services.

##### Achievements

- ✓ Design completed for the Keysborough South Community Hub.
- ✓ 80 Primary school children participated in the annual Children's Forum.
- ✓ 20 supported and 57 community playgroups were delivered.
- ✓ Finalist – LGPro Awards (New Directions Project) for supporting Aboriginal mothers and babies accessing primary health care and community connections.
- ✓ 747,907 hours of child care were provided in Family Day Care to 1,001 families and 1,344 children.
- ✓ The inaugural Dandy-Con event at Dandenong Library had 4,800 people attend the day's festivities.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



- ✓ Six large scale Council led events and two festivals were successfully delivered with an estimated attendance of 85,000 people and an average satisfaction rate of 90 per cent.
- ✓ The Refugee Immunisation Project was expanded allowing adults of refugee background access to catch up vaccinations and providing tracking/monitoring for the Department of Health and Human Services (DHHS) to inform future policy development.
- ✓ 28 New Parent Groups were provided to 327 new parents.
- ✓ Family Support Services engaged with 174 families and 417 children, providing 10,160 contact hours of support.
- ✓ Youth and Family Services delivered 10 events to positively activate public spaces including the Noble Park Skate Park, JC Mills Reserve and Dandenong Park, engaging a total of 14,568 contacts.
- ✓ Youth and Family Services facilitated the Youth United Against Family Violence project, supporting 10 young people to develop a series of three adverts that raise awareness of the impact of family violence on young people. The adverts were launched at Council's Walk Against Family Violence and later formed the basis of a social media campaign with a Facebook audience of 218,414.
- ✓ Youth and Family Services successfully piloted the Climate Changers program, with 10 young people who planned and delivered two community projects that promoted environmental sustainability to over 270 contacts.

### Corporate Services

#### Customer Service and Civic and Community Facilities

The Customer Service unit is responsible for the corporate call centre, face to face customer service centres, online webchat and is the 'first point of contact' with Council. Customer Service seeks to satisfy the majority of customer queries and requests at initial contact, and where needed, direct queries to the appropriate person in Council. Additionally, Customer Service administers the Disability Parking Scheme and multi-deck parking permits.

The Civic and Community Facilities unit provides a diverse range of venues for use or hire by Council and the community. The team professionally manages the booking and hire arrangements of the facilities,

ensuring quality and high standards to meet the many and varied needs of a range of clientele.

#### Achievements

- ✓ Customer service staff responded to 129,237 calls to the call centre and answered 74 per cent of those within 20 seconds against the target Grade of Service of 80 per cent. This represents an increase of over 5,000 calls (4.4 per cent) on the previous financial year. COVID-19 concerns in the community were a key driver of this, with the months April to June experiencing an increase of over 4,000 calls compared to the previous year.
- ✓ The team processed 30,621 Merit requests for service of which approximately 24 per cent were received via the Snap Send Solve app; and 39,827 receipts to the value of \$37,323,691.
- ✓ In the 2020 Community Satisfaction Survey, Greater Dandenong Council scored 73 for customer service, three points higher than the statewide average for all councils.
- ✓ A number of processes were reviewed resulting in improved services, particularly in response to the COVID-19 pandemic. Customer Service also assumed responsibility for the administration of multi-deck parking permits towards the latter half of the year.
- ✓ Both Customer Service and the Facilities teams were heavily involved in the planning and establishment of the new Springvale Community Hub which incorporates a new customer service centre and a number of community meeting rooms.
- ✓ The venue booking system, Zipporah, was upgraded and remodelled to accommodate online bookings from external customers. Most facilities were made available prior to the pandemic lockdown.
- ✓ Staff continued to provide a professional support service to thousands of guests through their private events, civic receptions and community meetings. Venue usage was tracking well, then changed during the pandemic to become emergency centres and/or venue support for essential services.
- ✓ Substantial works and maintenance were undertaken across multiple venues, including refurbishment works at the Jan Wilson Centre and minor upgrades at Edinburgh Hall.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### SERVICE SUMMARIES – A YEAR IN REVIEW

#### Financial Services

Financial Management exists to enable Council to comply with statutory requirements, provide strategic financial direction, and undertake essential business processes and support the organisation with financial assistance and advice. The service provided by the Financial Management unit essentially supports the external service provision of other units.

Property Revenue includes the administration of rates and valuation services. It is responsible for the issue of rates notices, supplementary rates, preparation and issue of pension remissions and ensures an accurate and up to date property database is maintained.

Valuation services includes the administration of annual property valuations which are undertaken by the Valuer General annually and supplementary valuations including administering of objections.

#### Achievements

- ✓ A mid-year review of the 2019–20 Budget was completed recognising changed circumstances underlying the adopted budget.
- ✓ Council's Long-Term Financial Strategy was updated for the period 2020–21 to 2024–25 to form the basis of the Budget for 2020–21. Council's Annual Budget for 2020–21 was adopted by Council on 22 June 2020.
- ✓ Monthly financial reports were provided to the Executive Management Team and a quarterly financial report to Council which enabled Council to deliver services and capital works within budget.
- ✓ The Annual Financial Statements were produced including the receipt of an unqualified audit opinion from the Victorian Auditor-General in September 2019.
- ✓ Property valuations, which are now undertaken by the Valuer General annually, were certified and made effective as of 1 January – in accordance with the *Valuation of Land Act 1960* legislation and the Valuation Best Practice Specifications legislation. These valuations have been updated in Council's Property and Rating system for 2020–21.
- ✓ Annual compliance information is submitted annually to the Essential Services Commission who monitor and review Council's compliance with rate caps under the Fair Go Rates System. Council received notification of its compliance with the 2019–20 rate cap.

- ✓ In collaboration with Council's Information Technology department, online forms were created and launched for residents experiencing financial hardship with paying rates. This has allowed customers to complete and submit hardship applications 24/7 and provide a more efficient means of Council's Property Revenue department servicing those requests.
- ✓ A Fees and Charges cloud application was implemented creating a decentralised, accountable, efficient and systematic process in the development of Council wide fees and charges. This also included a Goods and Services Tax (GST) "add in" that provides Council's Finance department with GST certainty on its fees and charges.
- ✓ A cloud-based solution was implemented to centralise Council's leased assets to ensure compliance with a new Australian Accounting Standard relating to leased assets.
- ✓ Council's Fixed Asset Policy was annually reviewed and adopted by Council on 22 June 2020.

#### Governance

The Governance department is responsible for the overall governance of the organisation including records management and commercial property.

Governance is responsible for the management and coordination of Council meetings and Councillor Briefing Sessions and all associated documentation, managing Council's election process, ensuring legislative compliance processes across the organisation are effective, policy development and the processing of Freedom of Information and Information Privacy requests. It is also responsible for hosting citizenship ceremonies on behalf of the Department of Home Affairs, organising civic events and functions to recognise the Greater Dandenong community and providing support to the Mayor, Councillors, CEO and Directors.

Commercial Property is responsible for coordinating the major activities of Council's commercial property portfolio, managing Council's commercial properties and coordinating the acquisition and disposal of Council building and land assets as required.

Records Management is responsible for the management, archiving and disposal of all Council correspondence and records in compliance with the *Public Records Act 1973* and Public Records Office of Victoria (PROV) Standards.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

##### Achievements

- ✓ A number of Mayor and Councillor civic events were conducted for the Greater Dandenong community prior to the COVID-19 pandemic.
- ✓ There were no breaches of the *Local Government Act 1989* and implementation of the new *Local Government Act 2020* commenced across the organisation.
- ✓ Election negotiations commenced with the Victorian Electoral Commission and activities have commenced for the October Council Elections.
- ✓ A review of one Freedom of Information decision was requested of the Information Commissioner in 2019-20, however the request was later withdrawn (resulting in no reviews).
- ✓ The budgeted targets for expected rental revenue from Council's commercial properties across the municipality were not met due to the COVID-19 pandemic with rental relief subsequently provided to tenants in Council's commercial properties.
- ✓ The Records Management Unit was independently audited and continues with an ongoing program of improvement initiatives. This unit was able to support staff redeployed due to the COVID-19 pandemic.

##### Information Technology

Information Technology Services is responsible for the provision of cost-effective information and telecommunication solutions to staff and Councillors. The unit plans, implements, maintains and enhances corporate software systems, hardware, data networks and telecommunications infrastructure, and provides web-based services to the community. It also ensures the integrity of Council's information assets and protects them against security attacks.

##### Achievements

- ✓ Transitioned and supported Council's workforce (approx. 700 staff) to a remote team working environment under the COVID-19 pandemic restrictions. This included implementing a Virtual Private Network (VPN) to allow staff who have a Council device to work from home seamlessly as well as rolling out Microsoft Teams to expand video conferencing options.
- ✓ Microsoft Office 365 roll out to staff and Councillors completed.

- ✓ Invested in Microsoft Surface Hubs to expand video conferencing options in selected meeting rooms including four mobile units.
- ✓ Developed and launched 12 online forms/processes and application interfaces utilising technology for integration with Council's corporate systems. The shift to this digital platform allows both external and internal customers to make requests 24/7 and for Council staff to provide a more efficient service.
- ✓ Strengthened Council's IT network security including:
  - The implementation of cybersecurity technology – Security Incident and Event Management (SIEM) and Endpoint Detection and Response (EDR) systems which continually monitor and centrally collect data from multiple devices on Council's network to proactively identify security events that may not otherwise be detected by other technology.
  - Conducted an annual penetration test which is a simulated cyber-attack against Council's IT network system to check for exploitable vulnerabilities.
  - Continued with regular Phishing campaigns and education programs to improve staff and Councillor's ability to identify malicious emails that could lead to data breaches.
  - Implementation of the Access Control Policy to reduce risks associated with unauthorised access to Council's network and information systems.
- ✓ The Information Security Policy and the IT and Digital Strategy 2020-25 were reviewed, updated and endorsed by the Executive Management Team.
- ✓ The Mobile Device Policy which provides a framework for the effective and efficient use of mobile devices was reviewed and updated.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### SERVICE SUMMARIES – A YEAR IN REVIEW



#### Media and Communications

The Media and Communications unit is responsible for all media management, marketing and communications campaigns and activities, web and intranet management, digital screen content and print shop services. It is also responsible for the corporate planning and reporting functions including the Community Plan, Council Plan, Annual Plan, Local Government Performance Reporting Framework, Annual Report and the quarterly organisational performance reports to Council.

Key activities include the preparation and distribution of monthly editions of 'Greater Dandenong Council News' magazine; media releases, responses and briefings; design, publication and approval of all corporate brochures and key communications; various public relations activities and campaigns; management of Council's website, intranet, social media platforms and online consultation; production of a weekly staff newsletter and internal communications; preparation of mayoral speeches; and the supply of internal printing services.

#### Achievements

- ✓ Online engagement improved through social media, with Greater Dandenong's official Facebook page now having 14,053 followers; Twitter over 4,541 followers; Instagram over 3,608 followers; YouTube has 756 subscribers; and our corporate LinkedIn account has 5,736 followers. Overall, the annual growth of our social media channels was 17.3 per cent, the most popular of these being Facebook.
- ✓ A significant redevelopment of Council's website and intranet progressed and is almost complete. This included a complete rebuild and integration with Council's document management system.
- ✓ The development and implementation of key branding and community information campaigns was coordinated, including a new 'Arts in Greater Dandenong' brand and the 'Make your Move' campaign brand, as well as the annual Australia Day Awards, Walk Against Family Violence, and extensive community information materials in response to the COVID-19 pandemic.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



- ✓ A total of 283 content items were sourced and curated for the Urban Screen and digital screen network, including those in customer service centres, libraries, maternal and child health buildings and various community centres. 349 items were commissioned and/or produced in house and 51 events were held in Harmony Square utilising the Urban Screen.
- ✓ A new Community Engagement Framework was finalised, approved and placed on Council's website, along with a toolkit which was distributed to staff for guidance with all engagement activities. A number of community consultation campaigns were managed including parks master planning, uses for local pop-up parks; the Springvale Community Hub, local area traffic and parking, and the Keysborough South Community Hub.
- ✓ The Council Plan 2017–21 (Revised 2020) and Annual Plan 2020–21 were updated, prepared, placed on public exhibition and then adopted by Council.
- ✓ Held another successful Walk Against Family Violence event in November 2019 with over 700 attendees participating from across the local community.
- ✓ Implementation of a new online Staff Performance and Development Planning System to complement the Learning Management System implemented last year.
- ✓ Implementation of a new employee engagement survey across Council operations.
- ✓ Successfully transitioned office based Council employees to seamlessly work remotely due to the COVID-19 pandemic in March 2020 in accordance with state issued directions.

#### People and Procurement Services

People and Procurement Services are responsible for supporting and developing the human resource capital within the organisation and the engagement of external resources through occupational health and safety, management of Workcover claims and return to work programs, learning and development activities, and the recruitment and selection of employees.

The department also manages employee relations; development and implementation of human resource policies and programs; payroll and superannuation; purchasing and procurement systems; contract management systems; insurance and risk management; and municipal emergency management.

#### Achievements

- ✓ Conducted the first Gender Equity Audit for Council during the year with results informing the Family Violence and Gender Equity action plan and strategy.
- ✓ Ongoing promotion of the reward and recognition program "SHINE" for employees.
- ✓ Target of 100 per cent compliance achieved towards the National Audit Tool standards as required to be part of the newly introduced MAV Self Insurance Scheme for Workcover.



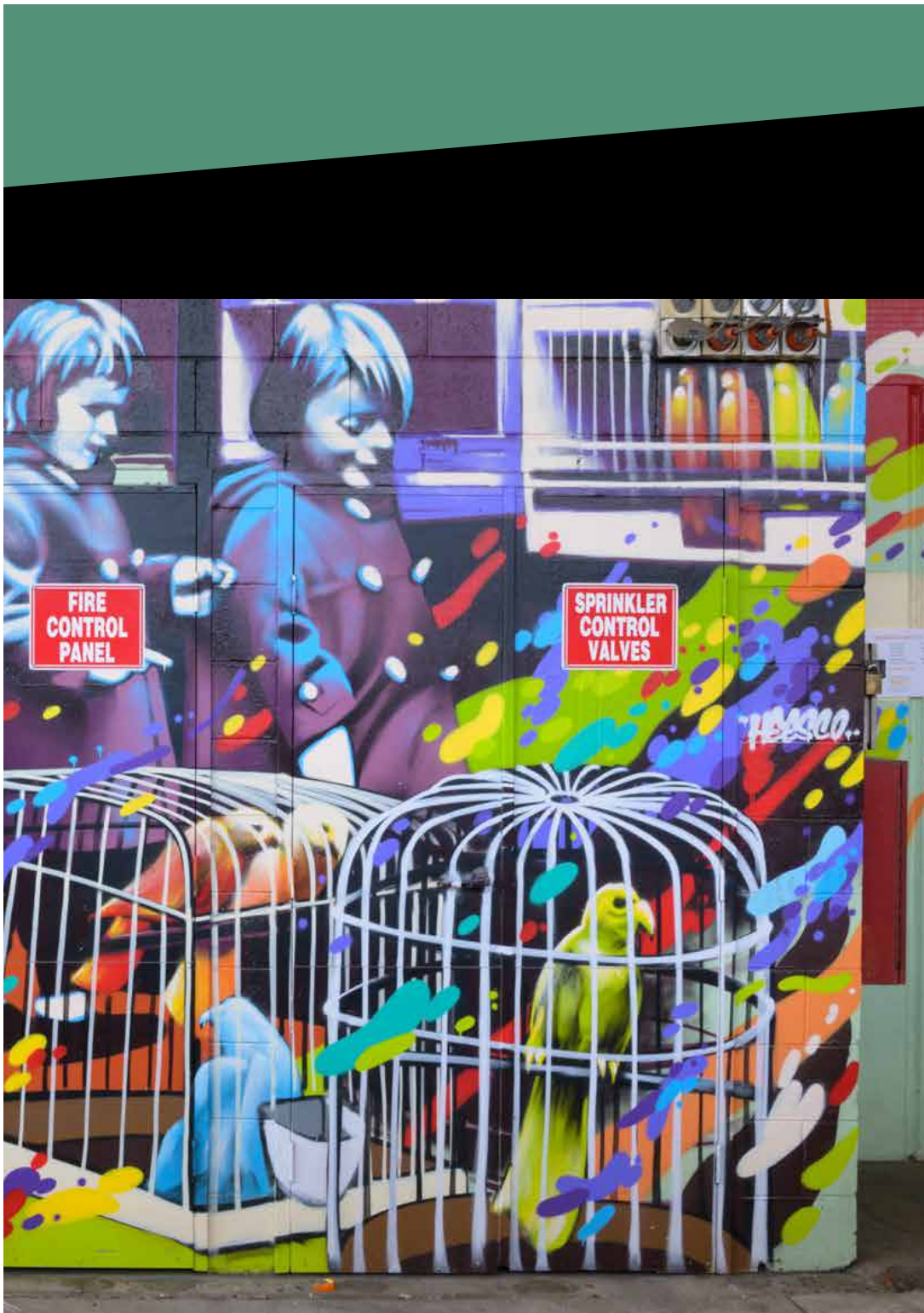
4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE



*"A Colourful Past" by Heesco, Dandenong Market*

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**





#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE

### Meeting our Strategic Objectives

The Council Plan 2017–21 sets Council's strategic direction and community vision for the municipality. The Council Plan outlines measures of performance through achievements against strategic objectives in six key areas:

- A vibrant, connected and safe community
- A creative city that respects and embraces diversity
- A healthy, liveable and sustainable city
- A city planned for the future
- A diverse and growing economy
- An open and effective Council



Dandenong Civic Centre

#### Strategic Objective 1: A vibrant, connected and safe community

The following table shows progress against Council's four year strategic measures from the Council Plan 2017–21:

Measure	Progress
Community Satisfaction Survey – "How Safe do you feel walking alone at night?"	46% of respondents feel safe.
% of participation at Council events	Council had over 80,000 attendees across its six major events.
% of municipality who are active library members	8.35%
Number of visits to the Library	600,711
% of volunteers who are residents	78%
VIC Health General Wellbeing Indicator	74.9 – The last survey was conducted in 2015.
Number of hours of direct services delivered to residents aged over 65 years and residents with a disability under 65 years (as funded through relevant government programs)	Over 65 years: 88,461 hours of home care/ personal care/respice care under 65 years: 7,849 hours of home care/personal care/ respice care.
Stakeholder and Agency Partnership Satisfaction Survey	Council conducted a survey of stakeholders and current and potential agency partners in 2018–19 as part of the review of the Community Funding Program. The consultation had over 120 engagements with feedback resulting in three new community grant policies being endorsed in 2019. The new community grants programs have been successfully opened by Council with delays to the assessment of some grants due to COVID-19.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



The following table reviews Council's performance against the indicators of the Annual Plan 2019–20

✓ Achieved ~ Not achieved © COVID-19 impacts

What we hope to achieve	Actions	2019–20
A safe community	Assist Victoria Police with targeted enforcement of speeding and hoon behavior, through ongoing liaison and data provision	✓
	Establish additional working groups to focus on the implementation of actions from the Community Safety Plan 2015–22	✓
	Implement the Domestic Animal Management Plan	✓
	Maintain the Safe City CCTV system in accordance with specified performance standards	✓
	Review the Municipal Emergency Management Plan as part of ongoing continuous improvement activities	✓
	Review the Youth Strategy 2016–19 and develop a new Youth and Family Plan	~
	Maintain eSmart Libraries accreditation to equip libraries and connect communities with the skills needed for smart, safe and responsive use of technology	✓
	In association with RoadSafe South East, continue to advocate for and promote the implementation of programs that address road laws and highlight the impact that alcohol and drugs (legal and illegal), fatigue, speed, hoon behavior and distractions have on driving abilities	✓
	Provide ongoing funds for local road safety treatments to address priority locations, where the greatest road safety risks are identified (via Council's Local Area Traffic Management prioritisation program)	✓
	Deliver support services for vulnerable families, including those experiencing or at risk of, family violence	✓
	Host the 2019 Walk Against Family Violence	✓
A city with high community participation	Deliver initiatives which enhance the employment capability of young people	✓
	Develop and deliver a program of festivals and events across the city that are accessible and inclusive, financially and environmentally sustainable, and contribute to the creativity and vibrancy of Greater Dandenong	✓
	Implement female physical activities and sporting opportunities as part of the 'Make Your Move' initiative	✓
	Investigate the gaps and demand for alternative sporting opportunities in the City of Greater Dandenong to inform the new Sports and Active Recreation Strategy	✓
	Manage the new permanent Pop Up Park (constructed by Development Victoria)	✓
	Implement the new Community Partnership and Sponsorship Funding Program and review the Community Support and Response Grants Policy	✓
	Support young people to participate in civic and community activities which enhance leadership and personal development	✓

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#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE

What we hope to achieve	Actions	2019-20
	Increase opportunities for volunteering across different programs of Council and through the Greater Dandenong Volunteer Resource Service	✓
A well informed and connected community with improved health and wellbeing	In conjunction with Monash Health work with clubs to ensure the provision of healthy club environments through the implementation of programs such as the responsible service of alcohol, healthy eating and the promotion of smoke free environments	✓
	Maintain food safety – inspect all registered food premises annually and report outcomes	✓
	Maintain food safety and public health standards – interact with other local authorities, Environmental Health Professionals Australia (EHPA), Municipal Association of Victoria (MAV) and State Government departments	✓
	Monitor adolescent immunisation rates and report on the number of adolescents immunised according to the National Immunisation Program (NIP) Secondary School Program	✓
	Monitor immunisation rates and report on the number of children and adolescents under 20 years of age immunised according to the National Immunisation Program (NIP)	✓
	Report on services and initiatives targeting vulnerable people in the community who may be at risk of being unimmunised or under immunised	~
	Review the Reconciliation Action Plan 2017-19 and develop a new four year Action Plan	~
	Support vulnerable families and children through the delivery of the expanded Enhanced Maternal and Child Health Program	~ ©
	Assist organisations, funded through the existing Partnership Funding Program, transition to the new grant programs	✓
Enhanced partnerships with agencies and stakeholder groups to deliver quality services	Work with key stakeholders to develop and improved Community Transport Program for older frail residents and residents with a disability to foster greater social connectedness and health and wellbeing	~ ©

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



##### Major initiatives as funded in the 2019–20 Budget

Initiatives	Progress
Implement the Domestic Animal Management Plan 2017–20	The majority of actions for the Domestic Animal Management Plan have been delivered however a small number involving public events and consultations have been affected by the COVID-19 pandemic.
Development of a new Reconciliation Plan	The Reconciliation Action Plan 2017–19 was extended with Reconciliation Australia approval until 30 June 2020. Consultation and drafting of the next Innovate two year RAP has begun with a report scheduled for Council endorsement on 14 September 2020.
Provide ongoing funds for road treatments via the Local Area Traffic Management prioritisation program for road safety	This was a very successful year for the implementation of traffic calming treatments with a solid consultation process and implementation program within Keysborough South.
Maintain the Safe City CCTV system	The Safe City CCTV system has been maintained in accordance with specified performance standards with no major interruptions or downtime.
Manage the new permanent Pop-Up Park	The Multi Sport Park is complete and was handed over to Council in April.

##### Local Government Performance Reporting Framework (LGPRF)

The following table provides the results of the LGPRF prescribed service performance indicators and measures including material variations.

Service / Indicator / Measure	2017	2018	2019	2020	Comments
<b>Aquatic Facilities</b>					
<b>Service standard</b>					
<i>Health inspections of aquatic facilities</i> [Number of authorised officer inspections of Council aquatic facilities / Number of Council aquatic facilities]	1.00	1.50	3.00	0.00	Council's health inspections for the 2019–20 financial year were scheduled for the latter part of the year. Due to the COVID-19 pandemic and the subsequent closure of the facilities no inspections were able to be conducted.
<b>Service cost</b>					
<i>Cost of aquatic facilities</i> [Direct cost of aquatic facilities less income received / Number of visits to aquatic facilities]	New in 2020	New in 2020	New in 2020	\$5.19	<i>Note: From 2020 this measure replaced two previous measures: 'Cost of indoor aquatic facilities and Cost of outdoor aquatic facilities'</i>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE

### Local Government Performance Reporting Framework (LGPRF) (continued)

Service / Indicator / Measure	2017	2018	2019	2020	Comments
<b>Animal Management</b>					
<b>Timeliness</b> <i>Time taken to action animal management requests</i> [Number of days between receipt and first response action for all animal management requests / Number of animal management requests]	1.11	1.13	1.14	1.13	
<b>Service standard</b> <i>Animals reclaimed</i> [Number of animals reclaimed / Number of animals collected] x100	37.09%	27.82%	37.07%	36.32%	
<i>Animals rehomed</i> [Number of animals rehomed / Number of animals collected] x100	New in 2020	New in 2020	New in 2020	10.05%	
<b>Service cost</b> <i>Cost of animal management service</i> [Direct cost of the animal management service / Population]	New in 2020	New in 2020	New in 2020	\$4.89	Note: This measure is replacing previous 'Cost of animal management service' which was based on cost per number of registered animals
<b>Food Safety</b>					
<b>Timeliness</b> <i>Time taken to action food complaints</i> [Number of days between receipt and first response action for all food complaints / Number of food complaints]	1.96	1.66	1.68	1.97	
<b>Service standard</b> <i>Food safety assessments</i> Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the <i>Food Act 1984</i> / Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the <i>Food Act 1984</i> ] x100	144.28%	144.15%	124.01%	100.00%	

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



Service / Indicator / Measure	2017	2018	2019	2020	Comments
<b>Service Cost</b>					
<i>Cost of food safety service</i> [Direct cost of the food safety service / Number of food premises registered or notified in accordance with the <i>Food Act 1984</i> ]	\$573.93	\$509.86	\$538.81	\$674.87	Council had an increase in legal, consultancy and professional costs in 2019–20
<b>Libraries</b>					
<b>Utilisation</b>					
<i>Physical Library collection usage</i> [Number of physical library collection item loans / Number of physical library collection items]	5.78	6.47	5.64	4.09	The COVID-19 pandemic led to the closure of the library service on 18 March which impacted our ability to receive new items and community access to our collection reducing the number of item loans for the year.  <i>Note: From 2019–20 this indicator measures the performance of physical library items as a subset of the wider library collection.</i>
<b>Resource standard</b>					
<i>Recently purchased library collection</i> [Number of library collection items purchased in the last 5 years / Number of library collection items] x100	87.25%	86.90%	86.53%	86.38%	
<b>Service cost</b>					
<i>Cost of library service</i> [Direct cost of the library service / Population]  <i>Note: This measure is replacing the previous 'Cost of library service' indicator which measured based on number of visits</i>	New in 2020	New in 2020	New in 2020	\$40.00	<i>Note: This measure is replacing the previous 'Cost of library service' indicator which measured based on number of visits</i>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE

### Local Government Performance Reporting Framework (LGPRF) (continued)

Service / Indicator / Measure	2017	2018	2019	2020	Comments
<b>Maternal and Child Health (MCH)</b>					
<b>Satisfaction</b> <i>Participation in 4 week Key Age and Stage Visit</i> [Number of 4 week key and stage visits / Number of birth notifications received] x100	New in 2020	New in 2020	New in 2020	99.17%	
<b>Service Standard</b> <i>Infant enrolments in the MCH Service</i> [Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received] x100	102.20%	101.99%	101.80%	101.39%	
<b>Service cost</b> <i>Cost of the MCH service</i> [Cost of the MCH service / Hours worked by MCH nurses]	\$71.52	\$72.48	\$73.06	\$75.20	

### Retired measures

Service / Indicator / Measure	2017	2018	2019	2020	Comments
<b>Aquatic Facilities</b>					
<b>Service cost</b> <i>Cost of indoor aquatic facilities</i> [Direct cost of indoor aquatic facilities less income received / Number of visits to indoor aquatic facilities]	\$1.41	\$2.14	\$2.52	Retired in 2020	This measure was replaced by AF7 from 1 July 2019
<i>Cost of outdoor aquatic facilities</i> [Direct cost of indoor aquatic facilities less income received / Number of visits to indoor aquatic facilities]	\$0.00	\$0.00	\$0.00	Retired in 2020	This measure was replaced by AF7 from 1 July 2019
<b>Animal Management</b>					
<b>Service cost</b> <i>Cost of animal management service</i> [Direct cost of the animal management service / Number of registered animals]	\$59.65	\$69.53	\$71.59	Retired in 2020	This measure was replaced by AM6 from 1 July 2019

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



Service / Indicator / Measure	2017	2018	2019	2020	Comments
<b>Libraries</b>					
<b>Service cost</b>					
<i>Cost of library service</i> [Direct cost of the library service / Number of visits]	\$4.72	\$5.46	\$4.88	Retired in 2020	This measure was replaced by LB5 from 1 July 2019
<b>Maternal and Child Health (MCH)</b>					
<b>Satisfaction</b>					
<i>Participation in first MCH home visit</i> [Number of first MCH home visits / Number of birth notifications received] x100	101.2%	101.0%	98.1%	Retired in 2020	This measure was replaced by MC6 from 1 July 2019

#### Strategic Objective 2: A creative city that respects and embraces diversity

The following table shows progress against Council's four year strategic measures from the Council Plan 2017-21:

Measure	Progress
Number of annual artist opportunities that celebrate diversity and build community cohesion	14 artists in residency have been supported. In addition further professional development opportunities have been provided and a further five artwork commissions secured via EOI.
Number of cultural celebrations facilitated by Council	Cultural celebrations have been affected by the COVID-19 lockdown which has restricted venue opening.
Increase in participation for creative and cultural programs and initiatives	99 workshops and programs have been delivered.
Number of arts and heritage exhibitions delivered through cultural facilities	23 exhibitions have been delivered.
Number of community advisory groups	15



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE

The following table reviews Council's performance against the indicators of the Annual Plan 2019-20.

✓ Achieved ~ Not achieved © COVID-19 impacts

What we hope to achieve	Actions	2019-20
A harmonious community that celebrates diversity	Continue to review and implement approaches for LGBTIQ inclusion in Council programs and services	✓
	Deliver the Home exhibition and program that features artists from refugee backgrounds including people seeking asylum	✓
	Implement Year Two of the Greater Dandenong People Seeking Asylum and Refugee Action Plan 2018-21	~
	Provide support and guidance to community organised festivals, events and cultural celebrations	✓
Increased participation in creative and cultural activities	Provide at least 12 arts and cultural heritage exhibitions and supporting programs annually through cultural facilities	✓
	Deliver the 2019 Short Cuts Film Festival	✓
	Implement Year Four actions of the Greater Dandenong Arts and Cultural Heritage Strategy 2016-26	✓
	Present a season of professional performances consisting of varied genres for the Encore seniors program, family and children's program as well as general programming with broad appeal	✓
	Promote and support artists locally through engagement, networking, residency and development activities	✓
	Promote greater artist engagement through The Drum's programs, performances and workshops	✓
	Provide 20 community arts participation opportunities for artists, residences and businesses through performance and exhibition programs and other projects	✓
	Host the 2019 Children's Forum	✓
	Enhance Council's ability to store and protect its heritage collection	✓
	Publish and launch the History of the City of Greater Dandenong (1994-2019)	~
A city well known for working together with its community	Host a Disability Expo to promote opportunities for engagement in sport and physical activity	✓
	Implement Year Three actions of the Disability Action Plan 2017-23	~
	Implement Year Three actions of the Positive Ageing Strategy 2017-25	~ ©
	Monitor and analyse the recommendations of the Aged Care Quality and Safety Royal Commission to advise Council of the possible impacts for older residents of Greater Dandenong into the future	✓
	Continue to prototype collective impact grant program	✓

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



## Major initiatives as funded in the 2019–20 Budget

Initiatives	Progress
Host the 2019 Children's Forum	The first year action plan was approved by the Working Group and Reconciliation Australia to be extended by six months to align with the end of the financial year. Actions within the RAP have progressed well with the majority being completed or commenced.
Deliver the Home exhibition featuring artists of Refugee and Asylum Seeker backgrounds	The HOME exhibition was launched on 5 October with over 100 people attending throughout the day. In total the exhibition attracted over 900 visitors, an increase on the 2018 attendance. Almost 200 people participated in the community activity run by HOME artists and delivered at IKEA Springvale.  The exhibition attracted broad media attention with six print/online articles, six radio appearances and a number of print and online event listings.
Host a Disability Expo to promote opportunities for engagement in sport and recreation	Council hosted an all abilities sporting event in line with International Day of Persons with Disabilities at Noble Park Aquatic and Leisure Centre on 18 November. 60 people with disabilities were in attendance, participating in swimming and leisure activities. A BBQ was also provided on the day.

## Strategic Objective 3: A healthy, liveable and sustainable city

The following table shows progress against Council's four year strategic measures from the Council Plan 2017–21:

Measure	Progress
% of kerbside collection waste diverted from landfill	48.51%
Number of indigenous seedlings planted	64,545
Number of street trees planted	3,338
Completion of Climate Change Strategy	The Climate Change Strategy and Action Plan have been developed in response to the community consultation responses that were received in Q3 and will be presented to Council in Q1 2020–21 for adoption.
Delivery of annual report on the Sustainability Strategy	The Annual Sustainability Highlight Report has been completed in its new shorter format to maximise readability and to engage more easily with the broader community on Council's achievements related to objectives and commitments included in the Sustainability Strategy.
Number of upgrades completed	2
Completion of Capital Works Program	80%
Increase in shared path network	450m
Kilometres of streetscapes renewed to a high urban design standard	None. The Douglas Street project has been delayed pending completion of the Heatherston Road Level Crossing Removal Project and new Noble Park station.
Increase of canopy cover within areas of low coverage	Canopy cover will be assessed at the conclusion of the current Urban Tree Strategy. Trees are regularly planted in areas of low canopy coverage.

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#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE

The following table reviews Council's performance against the indicators of the Annual Plan 2019-20.

✓ Achieved ~ Not achieved © COVID-19 impacts

What we hope to achieve	Actions	2019-20
A city that delivers a clean and healthy environment for people to enjoy	Develop and deliver a 2019-20 Waste Education Program	✓
	Undertake the annual Sustainability Festival and Awards	~ ©
	Finalise and implement the Greater Dandenong Plastics Policy	✓
	Finalise the approach for a Community Environment/Sustainability Centre	✓
	Implement Year Four of the Greater Dandenong Sustainability Strategy 2016-30	✓
	Implement Year Two of the Urban Tree Strategy 2018-23	✓
	Investigate, in conjunction with the Metropolitan Waste and Resource Recovery Group, and report on alternate waste treatments to increase resource recovery and remove the reliance on landfill	✓
	Commence the development of the Urban Forest Strategy	✓
	Implement Year Five actions of the Greater Dandenong Green Wedge Management Plan 2015-35	✓
	Implement Year Five of the Urban Waste and Litter Strategy 2015-20	~ ©
	Monitor materials recycling and green waste processing sites across the municipality	✓
A city that prepares for climate change	Develop the draft Climate Change Strategy	✓
	Publish the annual report on the Sustainability Strategy	✓
A network of quality parks, reserves and sportsgrounds	Undertake Dandenong Park improvements as per the Dandenong Park Masterplan 2017	~
Infrastructure that supports people and business	Develop a policy framework for increased social activity on local streets, for example street parties and temporary playgrounds	✓
	Deliver Council's Capital Works Program	✓
	Implement the Active Transport Infrastructure improving pedestrian and cycling infrastructure	✓
	Undertake the stormwater renewal projects program	✓
	Undertake the road resurfacing program	✓
A range of quality streetscapes and public places that build pride	Deliver Graffiti Clean Up Day	~ ©

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



##### Major initiatives as funded in the 2019–20 Budget

Initiatives	Progress
Develop the draft Climate Change Strategy	<p>The Climate Change Strategy and Action Plan have been developed in response to community consultation responses.</p> <p>The Climate Change Strategy and Action Plan will be presented to Council in Q1 2020–21 for adoption. Council has also committed to taking action on climate change and has followed other local government bodies in declaring a climate change and ecological emergency at the 28 January Council meeting.</p>
Undertake the major stormwater renewal projects program	<p>The program has been completed and planning for the next stages in the following financial year is underway.</p>
Develop and deliver a 2019–20 Waste Education Program	<p>A successful annual Waste Education Plan was delivered, aside from a few activities that were postponed or cancelled due to the COVID-19 pandemic.</p> <p>Key highlights to date include:</p> <ul style="list-style-type: none"><li>• Primary and Secondary School delivery – 31 sessions to 960 students</li><li>• Early Learning Centre Engagement – 35 sessions to 709 students</li><li>• Community Engagement activities delivered to 1,116 residents</li><li>• CALD Engagement to 345 residents</li><li>• The Waste Minimisation School Education program strengthened relationships with primary schools.</li></ul> <p>The Waste Education Plan is currently being reviewed and the current COVID-19 pandemic has required education and engagement activities to be delivered through interactive webinars and the development of new video material.</p>
Undertake Dandenong Park improvements	<p>The planned works for this financial year consisted of the following elements in the Northern Precinct of the park: Construction of a new “tan” style running track, upgrade and renewal of the Foster Street interface including the “Rotary Wheel” and other general park and landscape improvements.</p> <p>Construction and on ground work are well advanced with approximately 85 per cent of the planned works completed to date with the remaining 15 per cent of the project expected to be completed in the first quarter of the 2020–21 financial year. The recent high rainfall has caused a minor delay in completing the remaining 15 per cent of the planned program.</p>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE

Initiatives	Progress
Commence the development of the Urban Forest Strategy	The development of the Urban Forest Strategy has commenced and progress was reported to Council in December. A further discussion with Councillors on this strategy occurred in January 2020. Further development of the strategy is being undertaken which was presented to Councillors in the fourth quarter of 2019-20.

#### Local Government Performance Reporting Framework (LGPRF)

The following table provides the results of the LGPRF prescribed service performance indicators and measures including material variations.

Waste Collection	2017	2018	2019	2020	Comments
<b>Satisfaction</b> <i>Kerbside bin collection requests</i> [Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x1000	55.02	41.07	37.95	48.19	Bin collection requests increased due to more people being home in Q3 and Q4 as per the restrictions associated with COVID-19
<b>Service standard</b> <i>Kerbside collection bins missed</i> [Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts] x10,000	2.44	3.95	5.06	4.72	
<b>Service cost</b> <i>Cost of kerbside garbage bin collection service</i> [Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins]	\$114.91	\$124.79	\$107.77	\$118.66	An increase of household tonnages collected increased 10.7% in the COVID-19 period 1 March to 30 June resulting in higher landfill costs
<b>Service cost</b> <i>Cost of kerbside recyclables collection service</i> [Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins]	\$15.47	\$42.62	\$59.33	\$68.52	A significant increase to the gate fee occurred due to the recycling crisis, combined with an increase in tonnes collected for the period 1 March to 30 June which increased the overall cost of the service

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)****Strategic Objective 4: A city planned for the future**

The following table shows progress against Council's four year strategic measures from the Council Plan 2017–21:

Measure	Progress
Continued growth in development permits and activity across the municipality	While there has been a slight slow down in application numbers, primarily due to the COVID-19 pandemic, there remains a good level of growth in both the residential and commercial/industrial areas of the municipality, with many infill residential developments occurring, and a large number of businesses coming to the Dandenong South industrial area.
Completion of reviews of Activity Centre Structure Plans for Springvale and Noble Park	Council will be considering Planning Panel Victoria's recommendation and the adoption of amendment C203 for the Springvale Activity Centre Structure Plan at its meeting on 27 July 2020. The draft Noble Park Structure Plan consultation closed 19 June 2020.
Number of 10 year capital and renewal plans for major asset classes implemented	9
4.5ha of open space per 1,000 head of population	3.94ha of open space per 1,000 head of population.
Hectares of public open space acquired, renewed or developed	1,450sqm of additional land has been acquired by Council for open space during 2019–20.
Sustainable Buildings Policy completed and implemented	The policy has been completed and is now being implemented.
Greater Dandenong Planning Scheme amended to include sustainability performance requirements for new developments	Planning Scheme Amendment C201 (Environmentally Sustainable Design) has been gazetted into the Planning Scheme, and all relevant planning applications are being assessed under this provision.
Number of environmentally sustainable design planning policy actions completed	2
Completion of the Springvale Community Precinct Project	The new Springvale Community Hub was completed in June.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE

The following table reviews Council's performance against the indicators of the Annual Plan 2019-20.

✓ Achieved ~ Not achieved © COVID-19 impacts

What we hope to achieve	Actions	2019-20
An adequate supply of residential, commercial and industrial development	Develop the Sandown Master Plan in conjunction with the Victorian Planning Authority and Melbourne Racing Club	✓
	Support the organisation's town planning activities by dealing with department referrals in a timely manner, in conjunction with the Subdivision Act	✓
	Translate the existing Local Planning Policy Framework and Municipal Strategic Statement to the Planning Policy Framework in conjunction with DEWLP	~
Revitalised activity centres	Complete the Planning Scheme Amendments for Springvale and Noble Park Activity Centre Structure Plans in preparation for public exhibition	~
	Finalise the C182 (Residential Zones Review) Part 2	✓
	Advocate for phase two of the Revitalising Central Dandenong project	~ ©
	Implement staged delivery of the Afghan Bazaar Cultural Precinct streetscape	~ ©
	Implement staged delivery of the Springvale Boulevard Project	~ ©
	Implement the Indian Cultural Precinct Framework	✓
	Monitor the 10 year Infrastructure Plan for the Activity Centres	✓
	Monitor, implement and promote Activity Centre parking changes	✓
	Redevelop the Masonic Hall Art Gallery	✓
Assets planned to meet future community needs	Develop a Multi Modal Transport Infrastructure Plan for Noble Park Activity Centre	~
	Launch the Public Transport Advocacy Statement and advocate in accordance with the statement	~
	Finalise a Multi Modal Transport Infrastructure Plan for Dandenong Activity Centre	~
	Deliver the second part of stage two of the Springvale Community Precinct project including the construction of the Springvale Community Hub and Library	✓
	Finalise the acquisition of land for the Keysborough South Community Hub and undertake detailed design works for the facility	✓
	Continue advocacy for the proposed 'Team 11' stadium in central Dandenong and an A League team for Dandenong and the south east	✓
	Finalise the Aquatic Strategy and commence implementation of priority actions, including detailed planning for the replacement of Dandenong Oasis and expansion of NPAC	✓
	Review and implement the Municipal Early Years Infrastructure Plan	✓
Quality public open space provided across the city	Complete the revised Open Space Strategy	✓
	Implement Open Space Acquisition Targets	✓
Increased sustainability of residential, commercial and Council developments	Meet with social housing providers to investigate and facilitate local opportunities	✓

## ORDINARY COUNCIL MEETING - AGENDA

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**

## Major initiatives as funded in the 2019–20 Budget

Initiatives	Progress
Implement staged delivery of the Afghan Bazaar Cultural Precinct streetscape	This contract covers the undergrounding of overhead power lines, installation of new street lights, relocation of a Telstra phone booth and the relocation of a NBN asset attached to the overhead power poles for the last section of the Afghan Bazaar streetscape in Thomas Street. The project was delayed in the procurement phase due to the preferred contractor not accepting Council's contract special conditions, therefore the project will not be delivered on time. A carry forward into the 2020–21 financial year has been prepared.
Undertake phase two of the Revitalising Central Dandenong project	RCD Phase 2 is on hold pending work which is underway aligned with the proposed Dandenong Sports and Events Centre and Webster Street level crossing removal projects. These projects have been impacted by the COVID-19 pandemic and City Deal discussions.
Redevelop the Masonic Hall Art Gallery	A tender report was considered by Council and a builder has been appointed. Construction is expected to be completed in 2020–21.
Develop the Sandown Master Plan in conjunction with the Victorian Planning Authority (VPA) and Melbourne Racing Club (MRC)	Council is currently liaising with the Victorian Planning Authority and Melbourne Racing Club (MRC) on the development of a Sandown Master Plan. The MRC planning scheme amendment submitted to Council has been reviewed by DELWP and referred back to proponent for provision of further detail. MRC continue to refine the planning scheme amendment to meet the requirements of DELWP, this work is likely to continue into the 2020–21 reporting year.
Deliver the second part of stage two of the Springvale Community Precinct project	The new building for the Springvale Community Hub was completed in June and handed over to Council while the contractor finalises the outside landscaping.



## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE

### Local Government Performance Reporting Framework (LGPRF)

The following table provides the results of the LGPRF prescribed service performance indicators and measures including material variations.

	2017	2018	2019	2020	Comments
<b>Roads</b>					
<b>Satisfaction of use</b>					
<i>Sealed local road requests</i> [Number of sealed local road requests / Kilometres of sealed local roads ] x100	61.49	52.14	76.80	81.23	The promotion of the Snap Send Solve app continued this year which aims to facilitate an easier alternative for the community to report issues to Council
<b>Condition</b>					
<i>Sealed local roads maintained to condition standards</i> [Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100	82.72%	79.38%	83.55%	78.59%	
<b>Service cost</b>					
<i>Cost of sealed local road reconstruction</i> [Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed]	\$0.00	\$0.00	\$236.81	\$69.03	The variation in cost is due to the uniqueness and complexity of projects in regards to traffic management and restrictions on working hours both of which impact productivity outputs; economies of scale achieved through the use of particular contractors/materials; and different treatments applied and product types used on a project by project basis
<b>Service Cost</b>					
<i>Cost of sealed local road resealing</i> [Direct cost of sealed local road resealing / Square metres of sealed local roads resealed]	\$21.38	\$24.55	\$19.98	\$29.00	Four road segments had significant patching, a treatment applied and were completed at night as was necessary. Another four segments had treatments which added approximately \$10-\$15/m <sup>2</sup> to the cost.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



	2017	2018	2019	2020	Comments
<b>Statutory Planning</b>					
<b>Timeliness</b> <i>Time taken to decide planning applications</i> [The median number of days between receipt of a planning application and a decision on the application]	120.00	92.00	98.00	87.00	
<b>Service standard</b> <i>Planning applications decided within required time frames</i> [(Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made within 10 days) / Number of planning application decisions made] x100	68.89%	70.40%	76.70%	82.64%	
<b>Service cost</b> <i>Cost of statutory planning service</i> [Direct cost of the statutory planning service / Number of planning applications received]	\$2,501.64	\$3,352.97	\$3,785.03	\$3,663.49	

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE

### Strategic Objective 5: A diverse and growing economy

The following table shows progress against Council's four year strategic measures from the Council Plan 2017–21:

Measure	Progress
Number of training and development, networking and mentoring activities	91
Number of food and cultural tours conducted	8
Number of advertising opportunities to promote the city to visitors	8
Number of business support services and investment attraction activities that facilitate job sustainability and job growth	18
4–10 year city improvement program developed to implement sustainable improvements in each activity centre	Activity Centre projects have been implemented for 2019–20, and bids lodged for new projects in 2020–21. The 4–10 year plan is to be reviewed pending the COVID-19 pandemic.
Kilometres of commercial centre streetscape refurbished	None. The Douglas Street project has been delayed pending completion of the Heatherton Road Level Crossing Removal Project and new Noble Park station.
Number of activities supporting social enterprises	A Social Enterprise (SE) Development Program has been drafted and is in the process of being implemented. The EDU is currently focused on the research/investigation phase of the program, which seeks to understand the current landscape of the SE sector and to identify best practice from a Council perspective. All of this research will inform the supports Council chooses to offer and communicate to SEs moving forward, which will be tailored according to industry trends, best practice and local needs.
Progress on the Community Revitalisation and One Per Cent projects	This project has continued to build the capacity of priority jobseekers and advocate to employers to balance the regional supply/demand equation. 'Making: Our Future' plays a significant part by attracting young people into manufacturing. CR also builds the capacity of local organisations empowering them to provide more targeted assistance to jobseekers through the ERS program. Jobs Campaigns have also provided exposure to employment and priority jobseekers are a focus.
Number of businesses participating in export industry workshops and overseas delegations	52 participants over 6 sessions.

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



The following table reviews Council's performance against the indicators of the Annual Plan 2019–20.

✓ Achieved ~ Not achieved © COVID-19 impacts

What we hope to achieve	Actions	2019–20
A city that supports the economic contribution, strength and diversity of its industries	Develop an Activity Centre's Investment prospectus	~ ©
	Deliver a minimum of eight events as part of a small business workshop series	✓
	Deliver a minimum of five food manufacturers collaborative network events	~ ©
	Host the annual Real Estate and Developer Forum	✓
A tourist destination attracting new visitors	Host 15 cultural and food tours across Dandenong and Springvale	~ ©
	Implement a visitor attraction marketing program to attract visitors and keep local residents aware of activities and events	✓
A resilient employment hub	Deliver a key event for secondary school students that promotes a diversity of career opportunities	✓
	Oversee and implement the One Per Cent project and focus on continuing to develop the capacity of the disadvantaged/disengaged jobseekers in our community	✓
	Publish four editions of 'Talking Business' magazine and relevant newsletters	✓
A great place for business	Host the CGD-industry 'Take a Swing' golf day event to raise funds in support of local charities	✓
	Monitor and report the number of network activities conducted with a target of 50	✓
	Provide activities that encourage opportunities for women and promote women in business	✓
A city where business and community work together	Deliver a development program for social enterprises	✓
A city that is connected to the global economy	Deliver activities to business and industry that provide awareness and exposure to global trends and markets	✓
	Promote grant, trade mission, and business development programs and facilitate local business participation	✓
	Support the Future of Manufacturing program and the development of the Manufacturing Connectivity Centre	✓

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE

### Major initiatives as funded in the 2019–20 Budget

Initiatives	Progress
Implement the One Percent project and focus on continuing to develop the capacity of the disadvantaged/disengaged jobseekers in our community	'Making: Our Future' plays a significant part by attracting young people into manufacturing. CR also builds the capacity of local organisations empowering them to provide more targeted assistance to jobseekers through the ERS program. This and more intense support through providing qualified careers counsellors will continue. Jobs Campaigns have also provided exposure to employment and priority jobseekers are a focus as the withdrawal of JobKeeper and the highly competitive job market that will emerge once lockdown restrictions ease will push those most vulnerable further down the unemployment queue requiring higher levels of support and assistance than previously required to compete for available roles. Streamlining access to employment support services will be a key focus next year.
Host the Real Estate and Developer annual forum	This event was held in September 2019 with 70 people in attendance.

### Strategic Objective 6: An open and effective Council

The following table shows progress against Council's four year strategic measures from the Council Plan 2017–21:

Measure	Progress
Community Satisfaction Survey – satisfaction with lobbying on behalf of the community (advocacy)	62
Community Satisfaction Survey – satisfaction with community consultation and engagement	62
% of decisions made in Council meetings closed to the public	0
Increase in the amount of residents either attending Council meetings or viewing the meetings online	19%
Increase in the number of opportunities for residents to participate in community engagement activities	45
Increase in the number of registered users accessing the Council digital portal	723 new users registered in 2019–20 bringing the total to 2,873, an increase on 2018–19 of 1,291
Increase in the number of residents engaging with Council on social media	Annual growth = 17.3 per cent
\$ amount of Council transactions completed online	34,241 transactions were made online totalling \$17,912,197. The total value is an increase of 39% compared to the 2019–20 financial year.

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



Measure	Progress
Adoption of a revised Long Term Financial Strategy (LTFS) annually which addresses Council's financial sustainability over a rolling 10 year period	The Long Term Financial Strategy for 2020–21 to 2024–25 was adopted by Council on 22 June 2020. The rolling ten year plan will be introduced under the transitional provisions of the revised <i>Local Government Act</i> which received royal assent in May 2020.
Capital works funded from operational surpluses in annual budgets meet or exceed targets established in the LTFS	The Long Term Financial Strategy (LTFS) 2019–20 to 2023–24 projected \$40.7 million of capital works to be funded from the operational surplus in the forecast year 2019–20. The 2019–20 annual budget achieved \$40.7 million.
Underlying financial result remains in surplus (as per the Local Government Performance Reporting Framework measurement)	Council achieved an underlying surplus result of \$16.48 million at 30 June 2020.

The following table reviews Council's performance against the indicators of the Annual Plan 2019–20.

✓ Achieved ~ Not achieved © COVID-19 impacts

What we hope to achieve	Actions	2019–20
A Council connected with the community, providing an effective voice on their behalf	Achieve an index score of 62 or higher for community consultation and advocacy (Community Satisfaction Survey)	✓
	Maintain a detailed advocacy register on Council's website and prepare an updated advocacy document for distribution to local Members of Parliament	✓
	Facilitate Community Forums as requested by Councillors	✓
	Grow Council's social media following by ten per cent from a base figure of 19,000	✓
	Implement and promote the new Community Engagement Framework	✓
	Review and continue implementing the Language and Communication Action Plan	✓
Decision making which is transparent and accountable	Achieve an index score of 61 or higher for making decisions in the interest of the community (Community Satisfaction Survey)	✓
	Review the Council Plan 2017–21 and develop the Annual Plan 2020–21	✓
	Undertake community consultation for the Annual Budget 2020–21	✓
	Continue planning preparations for the 2020 Council election including the completion of an electoral review of Council's ward structure in partnership with the VEC	✓
	Finalise the review of the Meeting Procedure Local Law	✓
	Produce and adopt the Annual Budget by 30 June 2020 in line with the new requirements of the <i>Local Government Act</i>	✓

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE

What we hope to achieve	Actions	2019-20
An innovative and technologically connected Council	Complete Stage 3 of Council's intranet and corporate website redevelopment	~
	Continue to develop online digital forms to supplement current manual processes and promote these products to the community	✓
	Continue to implement the Digital Strategy 2016-30 and undertake a review of progress to inform the development of a new strategy in 2020	✓
	Deliver a second Urban Screen as part of the Springvale Community Precinct project	✓
A well-managed and high performing Council	Maintain all public registers required in accordance with the <i>Local Government Act</i> and associated regulations	✓
	Manage the effective leasing of Council's commercial property portfolio including seeking new lease opportunities for spaces which are currently vacant	✓
	Enhance the Pulse risk management system across Council for improved performance reporting, risk identification and mitigation	✓
	Ensure <i>Local Government Act</i> general compliance across the organisation through the ongoing management of the legislative compliance system	✓
	Review and update the Audit Advisory Committee Charter	~
	Develop a Revenue and Rating Strategy	~
	Maintain sound financial practices by completion of the Annual Financial Statements for the year ended 30 June 2019 and receive full audit clearance by the legislated time frame of 30 September (including compliance with the Model Financial Report)	✓
	Review the Long Term Financial Strategy and seek Council adoption of the revised framework	✓
	Complete a Workforce Management Plan	~
	Complete the development of a CEO remuneration policy	~
	Achieve an index score of 76 or higher for customer satisfaction (Community Satisfaction Survey)	~
	Develop a professional development and training program for Councillors	~ ©
	Complete and implement the outcomes of the Council's Service Reviews	✓

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



##### Major initiatives as funded in the 2019-20 Budget

Initiatives	Progress
Continue to implement the Digital Strategy	The Digital Strategy has been superseded by a new IT Strategy and Digital Framework, which pushed Council to prioritise digital and how it can best support our physical presence. The COVID-19 pandemic proved that having a digital first approach was crucial for our organisation and community. The new IT Strategy and Digital Framework will take the organisation into 2025. These will respond to a digital environment which is constantly changing and evolving and will allow us to move forward digitally in the most positive and effective way.
Develop a Revenue and Rating Strategy	The <i>Local Government Act</i> received royal assent in May 2020 which requires Council to implement a Rating and Revenue Plan. This will be undertaken in the 2020-21 financial year.
Complete a Workforce Management Plan	The updated LGA was finalised during the financial year. Guidance and support materials are starting to be received by the sector and work will commence on developing the CEO Remuneration Policy and Workforce Plan in the new financial year.
Complete Stage 3 of Council's intranet and corporate website redevelopment	The corporate website and intranet redevelopment project is not yet finalised due to a number of unforeseen circumstances. Both projects are nearing completion with the majority of significant work now done. Staff are now reviewing and refining content; seeking approvals; and managing the installation of new features such as a Chatbot. The project is now due for completion in September 2020.
Deliver a second Urban Screen as part of the Springvale Community Precinct Project	The Urban Screen at the Springvale Community Hub was commissioned in May 2020 and has been operating well.



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE

### Local Government Performance Reporting Framework (LGPRF)

The following table provides the results of the LGPRF prescribed service performance indicators and measures including material variations.

Governance	2017	2018	2019	2020	Comments
<b>Transparency</b> <i>Council decisions made at meetings closed to the public</i> [Number of Council resolutions made at ordinary or special meetings of Council, or at meetings of a special committee consisting only of Councillors, closed to the public / Number of Council resolutions made at ordinary or special meetings of Council or at meetings of a special committee consisting only of Councillors ] x100	0.00%	0.00%	0.00%	0.00%	
<b>Consultation and engagement</b> <i>Satisfaction with community consultation and engagement</i> Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement	63.00	60.00	62.00	62.00	
<b>Attendance</b> <i>Councillor attendance at council meetings</i> [The sum of the number of Councillors who attended each ordinary and special Council meeting / (Number of ordinary and special Council meetings) × (Number of Councillors elected at the last Council general election)] x100	95.65%	90.51%	84.59%	83.40%	
<b>Service cost</b> <i>Cost of elected representation</i> [Direct cost of the governance service / Number of Councillors elected at the last Council general election]	\$54,821.09	\$55,960.73	\$57,710.09	\$55,039.27	

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



## Services Funded

The following table provides information in relation to the services funded in the 2019–20 budget and the sections of the community who are provided the service.

### People

Strategic Objective 1: A vibrant, connected and safe community

Strategic Objective 2: A creative city that respects and embraces diversity

Service	Description	Net Cost
		Actual Budget Variance \$000
Community Services Executive	This function provides the oversight and leadership of the provision of Community Services to the municipality.	482 543 61
Community Arts, Culture and Libraries	The Arts, Culture and Libraries business unit supports the management of cultural venues, the Drum Theatre, festivals and events, public art, cultural development and cultural planning. Library services provide access to a wide range of information for all ages and cultures in a range of formats and locations and are committed to lifelong learning and self-improvement opportunities.	8,621 8,351 (270)
Community Care	Community Care provides services and programs to assist older people and people with a disability to remain living in the community. These include home based and centre based services, specialised community transport and support for clubs and groups within the city.	4,988 3,843 (1,145)
Community Wellbeing	This department focuses on developing and supporting a range of initiatives and services to enhance the health and wellbeing of families. This includes family day care, family support services, kindergarten and child care committee support, preschool field officer program, 'Best Start' and early years projects, immunisation, maternal and child health, parenting programs and youth services.	4,701 5,798 1,097
Regulatory Services	This department provides compliance, education and enforcement functions related to animal management, fire prevention, local laws, parking management, public safety and security, litter prevention and school crossings for the entire community.	(867) (1,565) (698)
Community Development, Sport and Recreation	This department focuses on community advocacy, leisure planning, sport and recreation programs and community grant funding.	6,548 6,328 (220)
<b>Total</b>		<b>24,473</b> <b>23,298</b> <b>(1,175)</b>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE

### Place

Strategic Objective 3: A healthy, liveable and sustainable city

Strategic Objective 4: A city planned for the future

Service	Description	Net Cost
		Actual Budget Variance \$000
Building Maintenance	Building Maintenance services cover everyday building issues and help maintain other Council properties and structures, including: bus shelters, Council building and land fencing and Council building lighting to ensure safety and amenity for all areas of the community.	7,536 7,719 183
Building and Compliance Services	Building and Compliance Services maintain standards of amenity, habitation and safety in buildings. The unit provides services including building inspections, enforcement of safety standards, advice and consultation on building regulations issues and issuing of building permits for the entire community. The unit also includes environmental health and planning compliance.	832 636 (196)
City Planning Design and Amenity Executive	This directorate provides support to the entire municipality through the oversight of the planning, development, building and regulatory services activities.	249 472 223
Engineering Services Executive	This directorate provides the oversight of the engineering and infrastructure functions of Council which benefit the municipality as a whole. This service unit ceased in December 2019 as a result of the merging of the Engineering Services directorate and the Greater Dandenong Business Group.	66 418 352
Parks	The Parks Service unit maintains the City of Greater Dandenong's parks and public open spaces in order to: <ul style="list-style-type: none"> <li>• Improve the health and wellbeing of the community</li> <li>• Provide accessible, usable open spaces for residents</li> <li>• Improve the value of assets within the municipality.</li> </ul>	12,483 12,872 389
Planning and Design	This unit provides statutory, strategic, design and sustainability planning services to residents and business as well as monitoring and enforcing planning legislation and permissions.	3,261 3,322 61
Roads	Road maintenance is a key function of Council, funding the ongoing upkeep of local roads for all areas of the municipality.	8,126 5,930 (2,196)
Infrastructure Services and Planning	Infrastructure Services and Planning provides support to the municipality through the: <ul style="list-style-type: none"> <li>• Maintenance of the city's road, drainage, and footpath network</li> <li>• Maintenance of the city's parks, recreational and sporting facilities</li> <li>• Fleet and waste collection services</li> <li>• Long term asset planning.</li> </ul>	28,173 29,435 1,262

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



Service	Description	Net Cost
		Actual Budget Variance \$000
City Improvement Services	The project delivery team performs a project management function with the primary purpose of delivering Council's Capital Works program associated with its roads, drains, facilities and open space which benefit the municipality as a whole.	5,052 2,195 (2,857)
Transport and Civil Development	This unit provides support to the municipality through the long term planning and advocacy of Council's transport network, asset protection and civil development and design.	947 837 (110)
Major Projects	This service commenced in December 2019 and is responsible for coordinating the planning, advocacy/funding and development of major projects that provide social, community and economic benefits for Greater Dandenong in line with the strategic priorities of Council.	93 0 (93)
<b>Total</b>		<b>66,818 63,836 (2,982)</b>



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#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE

Opportunity

Strategic Objective 5: A diverse and growing economy

Strategic Objective 6: An open and effective Council

Service	Description	Net Cost
		Actual Budget Variance \$000
Activity Centres Revitalisation (ACR)	ACR provides services to the entire municipality by leading and coordinating the revitalisation of the Dandenong, Springvale and Noble Park activity centres through the stewardship of property development, infrastructure planning, stakeholder engagement and place making.	1,034 957 (77)
South East Business Networks (SEBN)	SEBN provides support to businesses and industry with a focus on protecting the economic viability of the region by ensuring a stronger, more resilient and globally engaged business community. SEBN promotes the role of women in business and the development and integration of our diverse community into the workplace.	788 680 (108)
Corporate Services Executive	Corporate Services is responsible for supporting Council's service delivery areas through activities such as financial planning, budgets, rates, and the systems used to manage and administer the organisation. Another key role is to provide Councillor support and governance services for Council decision making and representation. Communications, community consultation and corporate planning are also coordinated by the directorate.	596 597 1
Economic Development	The Economic Development team provides support to businesses and industry and markets the city as a business destination, facilitates business attraction, investment and employment creation, supports existing businesses and measures and monitors the local and regional economy to enhance the economic prosperity of the city.	1,019 1,420 401
Financial Services	Financial Services provides support to Council's service delivery areas by providing strategic financial direction, undertaking essential business processes and supporting the organisation with financial assistance and advice. Property Revenue includes the administration of rates and valuation services.	2,458 2,505 47
Governance	Governance and Commercial Property is responsible for providing support to Council's direct service delivery areas through the overall governance of the organisation, management of Council's commercial property portfolio, and the management, storage and disposal of corporate records.	1,333 (1) (1,334)
Greater Dandenong Business Executive	The Greater Dandenong Business Group was responsible for overseeing Council's major activity centres, economic development, investment attraction and future growth. This service category was changed to Business, Engineering and Major Projects in December 2019 as a result of the merging of the Engineering Services directorate and the Greater Dandenong Business Group.	389 345 (44)

## ORDINARY COUNCIL MEETING - AGENDA

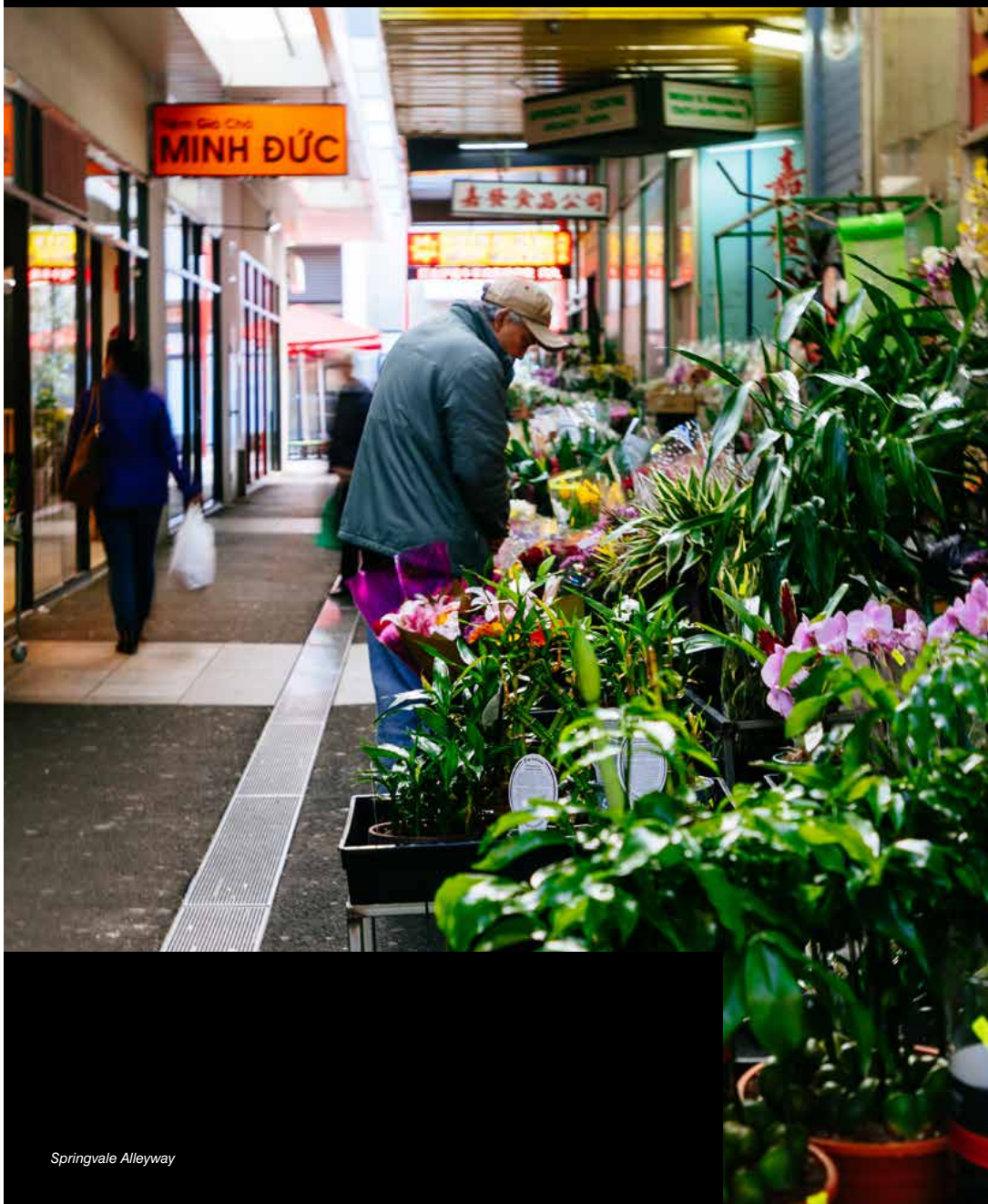
**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**

Service	Description	Net Cost
		Actual Budget Variance \$000
Media and Communications, Customer Service, Civic Facilities	<p>The Media and Communications unit provides support for Council's service delivery areas and the community through media management, marketing and communications campaigns and activities, web management, print shop services, community engagement and corporate planning and reporting.</p> <p>The Customer Service unit provides support to the entire municipality through the corporate call centre and three face to face customer service centres. The Civic and Community Facilities unit manages a diverse range of facilities for use or hire by Council and the community.</p>	4,480 5,129 649
Office of the Chief Executive	The Office of the Chief Executive has overall responsibility for the operations of the organisation, and carriage of the Strategic Risk Register. Each member of the executive management team reports to the CEO.	712 668 (44)
People and Procurement	<p>People and Procurement Services is responsible for supporting the human resource capital within the organisation through:</p> <ul style="list-style-type: none"> <li>• Occupational health and safety</li> <li>• Purchasing and procurement systems</li> <li>• Industrial relations</li> <li>• Professional development</li> <li>• Payroll</li> <li>• Contract management</li> <li>• Insurance and risk management</li> <li>• Continuous improvement.</li> </ul>	4,546 4,834 288
Information Technology	The Information Technology unit is responsible for the provision of cost effective information and telecommunication solutions to staff and councillors.	4,638 4,974 336
<b>Total</b>		<b>21,993</b> <b>22,108</b> <b>115</b>



4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

PERFORMANCE



Springvale Alleyway

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



### Infrastructure and development contributions

In accordance with the *Planning and Environment Act 1987*, the City of Greater Dandenong being a collecting agency for infrastructure and development contributions, must prepare and give a report to the Minister for Planning on infrastructure and development contributions including levies and works in kind. Council is the collecting agency for the following two Development Contribution Plans (DCP):

- *Keysborough South Development Area*
- *Dandenong South Industrial Area Extension*

For the 2019–20 year the following information about infrastructure and development contributions is disclosed:

#### KEYSBOROUGH SOUTH DEVELOPMENT CONTRIBUTIONS PLAN

Table 1 Total DCP levies received in 2019–20

Name of DCP (Year approved)	Levies received in 2019–20 financial year	
	Development Infrastructure Levies	Community Infrastructure Levies
Keysborough South Development (2008)	\$236,178	\$19,848
<b>Total</b>	<b>\$236,178</b>	<b>\$19,848</b>

Table 2 DCP land, works, services or facilities accepted as works-in-kind 2019–20

Name of DCP	Project ID	Project description	Item purpose	Project Value \$
Keysborough South Development (2008)	N/A	N/A	N/A	N/A
<b>Total</b>				<b>\$0</b>

Table 3 Total DCP contributions received and expended to date

Name of DCP	Type of levy	Total levies received (cash) \$	Total levies expended (cash) \$	Total works-in-kind accepted (non-cash) \$	Total DCP contributions received (levies and works-in-kind) \$
Keysborough South Development (2008)	Development infrastructure	\$35,350,771	\$25,438,205	\$30,558,183	\$65,908,954
Keysborough South Development (2008)	Community infrastructure	\$1,560,009	\$0	\$0	\$1,560,009
<b>Total</b>		<b>\$36,910,780</b>	<b>\$25,438,205</b>	<b>\$30,558,183</b>	<b>\$67,468,963</b>



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE

Table 4 Land, works, services or facilities delivered in 2019–20 from DCP contributions collected

Project description	Project ID	DCP name and year approved
Sporting facilities	DI_SF1	Keysborough South Development (2008)
Internal road works	DI_R04	Keysborough South Development (2008)
Internal road works	DI_RO3	Keysborough South Development (2008)
<b>Total</b>		

\*Other contributions relating to DI\_SF1 relate to levies collected under Stage 1 of the previously developed area to the west of Chandler Road and the DCP area. The costs were apportioned on the basis of 34% to Stage 1 and 66% to Stage 2 & 3.

#### DANDENONG SOUTH INDUSTRIAL AREA EXTENSION DEVELOPMENT CONTRIBUTIONS PLAN

For the 2019–20 year the following information about infrastructure and development contributions is disclosed:

*The Dandenong South Industrial Area Extension DCP was first approved in 2009 and revised in 2015 following an adjustment to the method of the DCP calculation and extension of the DCP lifetime from 2017 to 2030.*

Table 1 Total DCP levies received in 2019–20

Name of DCP (Year approved)	Area	Levies received in 2019–20 financial year
		Development Infrastructure Levies (cash) \$
Dandenong South Industrial Area Extension (2015)	LYNDHURST	\$3,779,263
Dandenong South Industrial Area Extension (2015)	KEYSBOROUGH	\$806,303
<b>Total</b>		<b>\$4,585,566</b>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



	DCP expended \$	Works-in-kind accepted \$	Council's contribution \$	Other contributions* \$	Total project expenditure \$	Percentage of item delivered %
	\$1,640,550	\$0	\$0	\$934,559	\$2,575,108	100.00%
	\$14,594	\$0	\$0	\$0	\$14,594	0.43%
	\$87,819	\$0	\$140,935	\$0	\$228,754	1.78%
	<b>\$1,742,962</b>	<b>\$0</b>	<b>\$140,935</b>	<b>\$934,559</b>	<b>\$2,818,456</b>	



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE

Table 2 DCP land, works, services or facilities accepted as works-in-kind 2019–20

Name of DCP	Area	Project ID
Dandenong South Industrial Area Extension (2015)	LYNDHURST	LR07f
<b>Total</b>		

Table 3 Total DCP contributions received and expended to date

Name of DCP	Area	Type of levy
Dandenong South Industrial Area Extension (2015)	LYNDHURST	Development infrastructure levy
Dandenong South Industrial Area Extension (2015)	KEYSBOROUGH	Development infrastructure levy
<b>Total</b>		

Table 4 Land, works, services or facilities delivered in 2019–20 from DCP contributions collected

Project description	Project ID	DCP name and year approved
Land purchase for realignment of Taylors Road (Bayliss Road to Colemans Road)	LR06b	Dandenong South Industrial Area Extension (2015)
Land purchase for realignment of Taylors Road (Glasscocks Road to R14 Road), including splays for intersection with Glasscocks Road	LR07f	Dandenong South Industrial Area Extension (2015)
<b>Total</b>		

**Please note:** 'Project expenditure equates to the capital costs prescribed in the approved Development Contribution Plan which are indexed annually.

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



	Project description	Item purpose	Project Value \$
	Land purchase for realignment of Taylors Road (Glasscocks Road to R14 Road), including splays for intersection with Glasscocks Road	Land purchase	\$2,013,078
			<b>\$2,013,078</b>

	Total levies received (cash) \$	Total levies expended (cash) \$	Total works-in-kind accepted (non cash) \$	Total DCP contributions received (levies and works-in-kind) \$
	\$18,023,708	\$13,621,504	\$20,211,898	\$38,235,606
	\$3,898,868	\$1,358,928	\$7,664,410	\$11,563,278
	<b>\$21,922,576</b>	<b>\$14,980,432</b>	<b>\$27,876,308</b>	<b>\$49,798,884</b>

	DCP expended (cash) \$	Works-in-kind accepted \$ (non cash) \$	Council's contribution \$	Other contributions (external agencies) \$	Total project expenditure* \$	Percentage of item delivered %
	\$194,670	\$0	\$0	\$0	\$194,670	12.16%
	\$0	\$2,013,078	\$0	\$0	\$2,013,078	96.62%
	<b>\$194,670</b>	<b>\$2,013,078</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,207,748</b>	

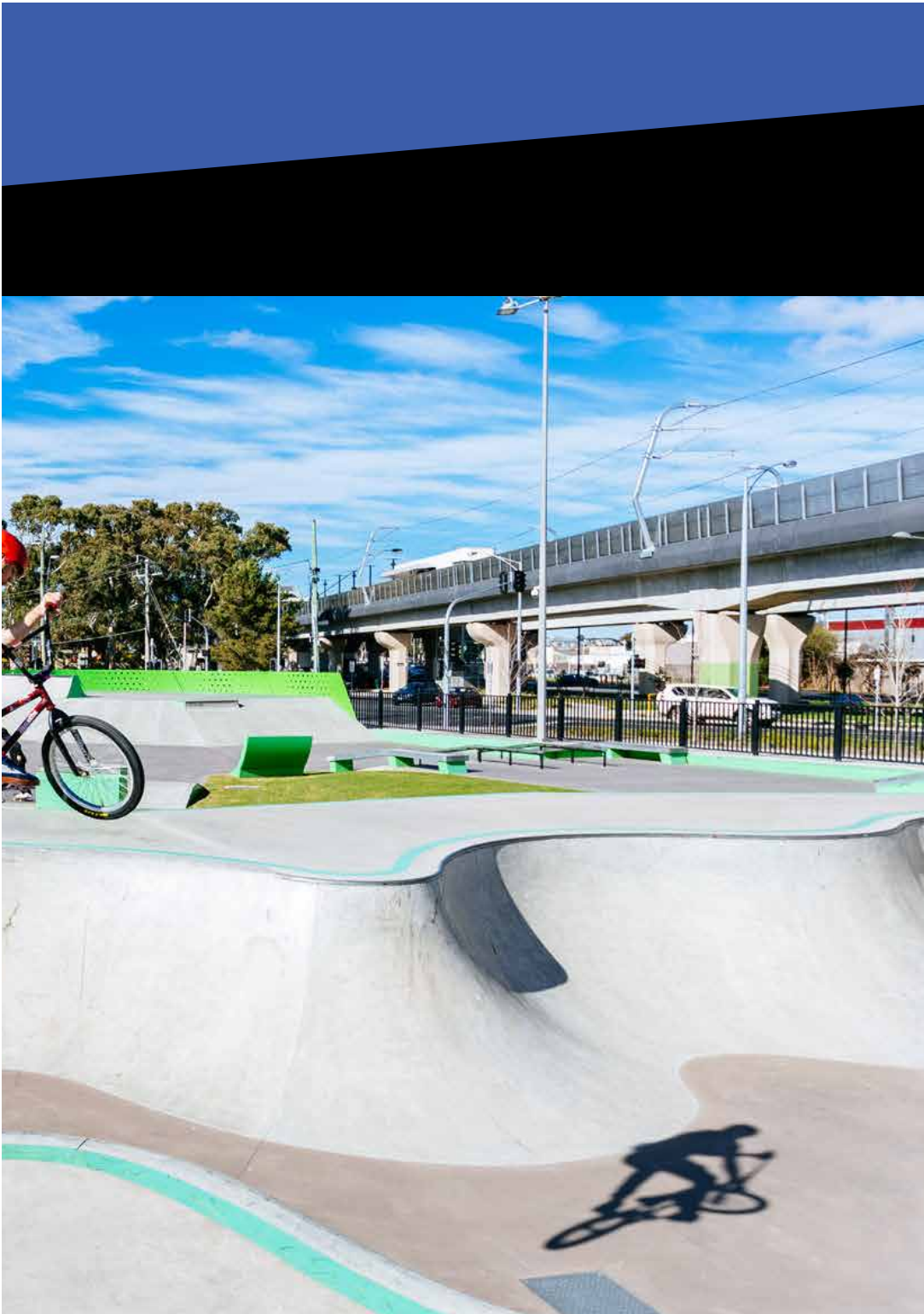
4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

# PERFORMANCE STATEMENT



*Noble Park Skate Park*

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**





#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE STATEMENT

### Description of Municipality

The City of Greater Dandenong encompasses an area of 129 kilometres in Melbourne's south-east, approximately 35 kilometres from the central business district. Greater Dandenong has a population of over 168,000 people and is the most multicultural municipality in Australia, with residents from over 150 different birthplaces. This adds a wealth of diversity to the city through a range of cultural experiences. The city has a vibrant economy in both the retail and manufacturing sectors and is renowned as the manufacturing hub of Victoria. The wholesale trade, health care, and retail trade sectors also provide a significant proportion of employment opportunities.

### COVID-19 Pandemic

On 11 March 2020, COVID-19 was declared as a global pandemic by the World Health Organisation. Various measures were taken by all three levels of Government in Australia to reduce the spread of COVID-19.

To ease the financial burden on Greater Dandenong residents, local businesses and community groups Council introduced a series of measures effective April 2020 including:

- Council extended its Financial Hardship Policy in response to COVID-19 in April 2020. No interest charged on outstanding rates and immediate relief to residents by way of \$100 rate waivers to each of the City's 10,728 pensioners and \$200 to those residents receiving the new Jobseeker allowance. Rate waivers provided up until 30 June 2020 resulted in foregone revenue \$1.15 million.
- Rental waivers provided for all traders at the Dandenong Market at a cost of \$1.5 million to provide stimulus funding to encourage traders to remain open and allow the market to continue to be a source of fresh, affordable food.
- Council supported the distribution of around 15 tonnes of food to our community, including fresh fruit, vegetables and non-perishable food through material aid funding. Expenses relating to the provision of material aid at 30 June 2020 was \$159,000.

- Rents waived for many of Council's commercial leaseholders and for those that continued to trade, rent reductions of 50% from 1 April - 30 June 2020. Rental rebates were offered to sporting clubs for seasonal venue hire and other facilities that were forced to close. Council also suspended enforcement of time restrictions for parking in and around the municipality.

Council's revenue and expenditure streams have been impacted by COVID-19 primarily in User Fees and Statutory Fees and Charges totalling \$2.37 million compared to the 2019-20 Original Budget. Other income reductions include a loss in rental and venue hire income due to COVID-19 restrictions and waivers provided in areas such as The Drum Theatre, civic and community facilities and commercial properties (\$609,000).

In response to COVID-19 restrictions and government directives the leisure centre facilities, libraries, community centres and the Drum Theatre were closed. These restrictions also resulted in decreased visitations to council facilities and decreased participation in Council programs.

Council continues to monitor the situation, work with the business community and review the initiatives over the coming months.

Refer to the Annual Financial Statements for further information.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



### Sustainable Capacity Indicators

For the year ended 30 June 2020

Indicator / Measure	Results				Material Variations and Comments
	2017	2018	2019	2020	
<b>Population</b>					
Expenses per head of municipal population [Total expenses / Municipal population]	\$1,053.75	\$1,069.38	\$1,147.12	\$1,185.36	
Infrastructure per head of municipal population [Value of infrastructure / Municipal population]	\$5,945.59	\$5,897.18	\$6,072.65	\$6,160.62	
Population density per length of road [Municipal population / Kilometres of local roads]	235.59	238.93	237.46	243.62	
<b>Own-source revenue</b>					
Own-source revenue per head of municipal population [Own-source revenue / Municipal population]	\$962.44	\$990.47	\$1,026.71	\$1,001.25	
<b>Recurrent grants</b>					
Recurrent grants per head of municipal population [Recurrent grants / Municipal population]	\$243.18	\$199.76	\$200.45	\$181.62	The reduction in this ratio result in 2020 is mainly due to Home and Community Care grant income that was transferred to the Balance Sheet as unearned income at 30 June 2020 in accordance with the new Accounting Standard, AASB 15 'Revenue from Contracts with Customers'. Income can only be recognised for satisfied performance obligations.
<b>Disadvantage</b>					
Relative Socio-Economic Disadvantage [Index of Relative Socio-Economic Disadvantage by decile]	1.00	1.00	1.00	1.00	



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE STATEMENT

### Sustainable Capacity Indicators (continued)

Indicator / Measure	Results				Material Variations and Comments
	2017	2018	2019	2020	
<b>Workforce turnover</b> Percentage of staff turnover [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x 100	9.7%	9.8%	9.9%	10.5%	This indicator was previously included under the 'Efficiency Dimension' of the Financial Performance Indicators section. From 1 July 2019, it is classified as a Sustainable Capacity Indicator.

#### Sustainable Capacity Indicators – Definitions

"adjusted underlying revenue" means total income other than:

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to above

"infrastructure" means non-current fixed assets comprising a number of asset classes including roads, drains, footpaths and cycleways, bridges, off-street car parks, recreational leisure and community facilities and parks open space and streetscapes

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

"population" means the resident population estimated by council

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

"relative socio-economic disadvantage" in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of SEIFA

"SEIFA" means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website

"unrestricted cash" means all cash and cash equivalents other than restricted cash.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



### Service Performance Indicators

For the year ended 30 June 2020

Service / Indicator / Measure	Results				Material Variations and Comments
	2017	2018	2019	2020	
<b>Aquatic Facilities</b> <b>Utilisation</b> <i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population]	4.31	4.06	4.08	2.98	The aquatic centres were closed from 18 March to 22 June due to the COVID-19 pandemic which resulted in a much lower utilisation rate in 2019-20.
<b>Animal Management</b> <b>[New measure in 2020]</b> <b>Health and safety</b> <i>Animal management prosecutions</i> [Number of successful animal management prosecutions]	New in 2020	New in 2020	New in 2020	100%	New measure from 1 July 2019 replacing retired measure in line below.
<b>Animal Management</b> <b>[Retired measure in 2020]</b> <b>Health and safety</b> <i>Animal management prosecutions</i> [Number of successful animal management prosecutions]	26	31	29	Retired in 2020	This measure was replaced by 'Animal management prosecutions' (AM7) above from 1 July 2019.
<b>Food Safety</b> <b>Health and safety</b> <i>Critical and major non-compliance outcome notifications</i> [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about food premises] x100	100.00%	100.00%	100.00%	100.00%	

Performance Statement • 137

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE STATEMENT

### Service Performance Indicators (continued)

Service / Indicator / Measure	Results				Material Variations and Comments
	2017	2018	2019	2020	
<b>Governance</b> <b>Satisfaction</b> <i>Satisfaction with council decisions</i> [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]	63.00	63.00	61.00	63.00	
<b>Libraries</b> <b>Participation</b> <i>Active library members in municipality</i> [Number of active library borrowers in the last three years / The sum of the population for the last three years] x100	20.23%	19.22%	11.32%	10.00%	This indicator changed from Active Library Members to Active Library Borrowers in 2019-20. This result now reflects borrowers of physical collection items only.
<b>Maternal and Child Health (MCH)</b> <b>Participation</b> <i>Participation in the MCH service</i> [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100	79.15%	77.56%	75.11%	73.15%	
<b>Participation</b> <i>Participation in the MCH service by Aboriginal children</i> [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100	77.03%	75.15%	70.25%	72.65%	

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



Service / Indicator / Measure	Results				Material Variations and Comments
	2017	2018	2019	2020	
<b>Roads</b> <b>Satisfaction</b> <i>Satisfaction with sealed local roads</i> [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]	65.00	69.00	67.00	68.00	
<b>Statutory Planning</b> <b>Decision making</b> <i>Council planning decisions upheld at VCAT</i> [Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100	56.41%	23.53%	35.71%	29.73%	Council has continued to implement all policies within its Planning Scheme, however a number of refused applications continue to be overturned at VCAT.
<b>Waste Collection</b> <b>Waste diversion</b> <i>Kerbside collection waste diverted from landfill</i> [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100	47.36%	46.17%	46.40%	48.51%	

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE STATEMENT

### **Service Performance Indicators – Definitions**

“Aboriginal child” means a child who is an Aboriginal person

“Aboriginal person” has the same meaning as in the *Aboriginal Heritage Act 2006*

“active library member” means a member of a library who has borrowed a book from the library

“annual report” means an annual report prepared by a council under sections 131, 132 and 133 of the Act

“CALD” means culturally and linguistically diverse and refers to persons born outside Australia in a country whose national language is not English

“class 1 food premises” means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 1 food premises under section 19C of that Act

“class 2 food premises” means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 2 food premises under section 19C of that Act

“critical non-compliance outcome notification” means a notification received by council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorised officer under that Act, of a deficiency that poses an immediate serious threat to public health

“food premises” has the same meaning as in the *Food Act 1984*

“major non-compliance outcome notification” means a notification received by a council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorised officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken

“MCH” means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age

“population” means the resident population estimated by council

“sealed local road” means a sealed road for which the council is the responsible road authority under the *Road Management Act 2004*

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## Financial Performance Indicators

For the year ended 30 June 2020

Dimension / Indicator / measure	Results				Forecast				Material Variations and Comments
	2017	2018	2019	2020	2021	2022	2023	2024	
<b>Efficiency</b>									
<b>Expenditure level</b> Expenses per property assessment [Total expenses / Number of property assessments]	\$2,644.92	\$2,701.55	\$2,889.34	\$2,991.75	\$2,948.05	\$2,890.17	\$2,936.03	\$2,972.48	
<b>Revenue level</b> [New measure in 2020] Average rate per property assessment [General rates and Municipal charges / Number of property assessments]	New in 2020	New in 2020	New in 2020	\$1,838.75	\$1,911.98	\$1,944.85	\$1,981.07	\$2,017.66	New measure from 1 July 2019 replacing retired measure in line below.
<b>Revenue level</b> [Retired measure in 2020] Average residential rate per residential property assessment [Residential rate revenue / Number of residential property assessments]	\$1,234.43	\$1,258.93	\$1,327.20	Retired in 2020	N/A	N/A	N/A	N/A	This measure was replaced by 'Revenue level - Average rate per property assessment' (E4) from 1 July 2019.
<b>Liquidity</b>									
<b>Working capital</b> Current assets compared to current liabilities [Current assets / Current liabilities] x100	202.31%	219.30%	217.50%	205.46%	167.91%	171.27%	163.07%	163.76%	

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE STATEMENT

Financial Performance Indicators (continued)

Dimension / Indicator / measure	Results				Forecast				Material Variations and Comments
	2017	2018	2019	2020	2021	2022	2023	2024	
<b>Liquidity</b> <b>Unrestricted cash</b> <i>Unrestricted cash compared to current liabilities</i> [(Unrestricted cash / Current liabilities) x 100]	81.02%	86.14%	91.68%	103.14%	62.94%	66.36%	61.99%	61.20%	The 2020 result is higher due to the reclassification of Development Contribution Plan (DCP) liabilities from trust funds to unearned income as per the new Accounting Standard AASB 1058 'Income of Not-For-Profit Entities'. Future years are not comparable to prior year actual results as forecast years do not project capital expenditure delays or unspent grants.
<b>Obligations</b> <b>Loans and borrowings</b> <i>Loans and borrowings compared to rates</i> [(Interest bearing loans and borrowings / Rate revenue) x 100]	43.62%	39.60%	42.15%	41.72%	37.66%	34.93%	41.27%	46.29%	
<i>Loans and borrowings repayments compared to rates</i> [(Interest and principal repayments on interest bearing loans and borrowings / Rate revenue) x 100]	5.44%	4.99%	4.65%	8.16%	4.10%	4.04%	3.94%	4.89%	The 2020 result is higher due to the full repayment of the \$4.9 million Local Government Funding Vehicle (LGFV) in November 2019.

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



Dimension / Indicator / measure	Results				Forecast				Material Variations and Comments
	2017	2018	2019	2020	2021	2022	2023	2024	
<b>Obligations</b> <b>Indebtedness</b> <i>Non-current liabilities compared to own source revenue</i> [(Non-current liabilities / Own source revenue) x 100]	34.57%	31.45%	30.69%	34.74%	31.94%	28.75%	33.32%	36.93%	The 2020 result is higher due to new borrowings of \$10 million in 2019-20 to part fund the Springvale Community Hub major project, partly offset by the full repayment of the \$4.9 million Local Government Funding Vehicle in November 2019. The forecast ratio result for 2023 and 2024 also include new borrowings of \$15 million in each of those years to part fund the redevelopment of Dandenong Oasis.
<b>Asset renewal and upgrade</b> <b>[New measure in 2020]</b> <i>Asset renewal and upgrade compared to depreciation</i> [(Asset renewal and asset upgrade expense / Asset depreciation) x 100]	New in 2020	New in 2020	New in 2020	113.10%	114.06%	109.97%	181.63%	164.30%	New measure from 1 July 2019 replacing retired measure in line below. The forecast ratio result in 2023 and 2024 are due to increased renewal works as a result of the redevelopment of Dandenong Oasis.



4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

PERFORMANCE STATEMENT

Financial Performance Indicators (continued)

Dimension / Indicator / measure	Results				Forecast				Material Variations and Comments
	2017	2018	2019	2020	2021	2022	2023	2024	
<b>Asset renewal</b> [Retired measure in 2020] Asset renewal compared to depreciation [Asset renewal expense / Asset depreciation] x 100	68.33%	66.03%	72.37%	Retired in 2020	N/A	N/A	N/A	N/A	This measure was replaced by 'Asset renewal and upgrade' (O5) from 1 July 2019.
<b>Operating position</b> <b>Adjusted underlying result</b> Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x 100	12.82%	10.89%	7.15%	0.61%	4.66%	9.06%	9.12%	9.20%	The 2020 ratio result is due mainly to higher expenditure compared to the prior year mainly in relation to capital payments expensed because they were not able to be capitalised to the asset register, an increase in salaries as per the Enterprise Agreement, higher depreciation on fixed assets due to revaluations and capitalisations and higher waste costs particularly recycling.
<b>Stability</b> <b>Rates concentration</b> Rates compared to adjusted underlying revenue [Rate revenue / Adjusted underlying revenue] x 100	64.71%	66.44%	67.67%	71.56%	73.15%	71.55%	71.75%	72.21%	

4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



Dimension / indicator / measure	Results				Forecast				Material Variations and Comments
	2017	2018	2019	2020	2021	2022	2023	2024	
<b>Rates effort</b> Rates compared to property values [Rate revenue / Capital improved value of rateable properties in the municipality] x 100	0.32%	0.33%	0.28%	0.29%	0.30%	0.30%	0.30%	0.30%	

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE STATEMENT

### **Financial Performance Indicators – Definitions**

“adjusted underlying revenue” means total income other than:

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to above

“adjusted underlying surplus (or deficit)” means adjusted underlying revenue less total expenditure

“asset renewal expenditure” means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability

“current assets” has the same meaning as in the AAS

“current liabilities” has the same meaning as in the AAS

“non-current assets” means all assets other than current assets

“non-current liabilities” means all liabilities other than current liabilities

“non-recurrent grant” means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a council’s Strategic Resource Plan

“own-source revenue” means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

“population” means the resident population estimated by council

“rate revenue” means revenue from general rates, municipal charges, service rates and service charges

“recurrent grant” means a grant other than a non-recurrent grant

“residential rates” means revenue from general rates, municipal charges, service rates and service charges levied on residential properties

“restricted cash” means cash and cash equivalents, within the meaning of the AAS, that are not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year

“unrestricted cash” means all cash and cash equivalents other than restricted cash.

### Other Information

#### 1. Basis of preparation

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the *Local Government Act 1989* and Local Government (Planning and Reporting) Regulations 2014.

Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g. Australian Bureau of Statistics).

The performance statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by the council’s strategic resource plan. The Local Government (Planning and Reporting) Regulations 2014 requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

The forecast figures included in the performance statement are those adopted by council in its strategic resource plan on 22 June 2020 and which forms part of the council plan. The strategic resource plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The strategic resource plan can be obtained by contacting council.

4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

Performance Statement

For the year ended 30 June 2020

Certification of the Performance Statement

In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.



Michelle Hansen CPA  
Principal Accounting Officer

Date: 14 September 2020

In our opinion, the accompanying performance statement of the City of Greater Dandenong for the year ended 30 June 2020 presents fairly the results of council's performance in accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the Council and by the Local Government (Planning and Reporting) Regulations 2014 to certify this performance statement in its final form.



Jim Memeti  
Mayor

Date: 14 September 2020



Matthew Kirwan  
Councillor

Date: 14 September 2020




Officer

Date: 14 September 2020

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## PERFORMANCE STATEMENT



**VAGO**  
Victorian Auditor-General's Office

### Independent Auditor's Report

*To the Councillors of City of Greater Dandenong*

<b>Opinion</b>	<p>I have audited the accompanying performance statement of City of Greater Dandenong (the council) which comprises the:</p> <ul style="list-style-type: none"><li>• description of the municipality for the year ended 30 June 2020</li><li>• sustainable capacity indicators for the year ended 30 June 2020</li><li>• service performance indicators for the year ended 30 June 2020</li><li>• financial performance indicators for the year ended 30 June 2020</li><li>• other information for the year ended 30 June 2020 (basis of preparation) and</li><li>• the certification of the performance statement.</li></ul> <p>In my opinion, the performance statement presents fairly, in all material respects, the performance of the council for the year ended 30 June 2020, in accordance with the performance reporting requirements of Part 6 of the <i>Local Government Act 1989</i>.</p>
<b>Basis for Opinion</b>	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Standards on Assurance Engagements. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the performance statement</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. I and my staff are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's <i>APES 110 Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the performance statement in Victoria and have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
<b>Councillors' responsibilities for the performance statement</b>	<p>The Councillors are responsible for the preparation and fair presentation of the performance statement in accordance with the performance reporting requirements of the <i>Local Government Act 1989</i> and for such internal control as the Councillors determines is necessary to enable the preparation and fair presentation of the statement of performance that is free from material misstatement, whether due to fraud or error.</p>
<b>Auditor's responsibilities for the audit of the performance statement</b>	<p>As required by the <i>Audit Act 1994</i>, my responsibility is to express an opinion on the performance statement based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the performance statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Standards on Assurance</p>

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#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



Engagements will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of this performance.

As part of an audit in accordance with the Australian Standards on Assurance Engagements, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of performance statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control
- evaluate the overall presentation, structure and content of the performance statement, including the disclosures, and whether performance statement represents the underlying events and results in a manner that achieves fair presentation.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE  
23 September 2020



Santhu Chummar  
*as delegate for the Auditor-General of Victoria*

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

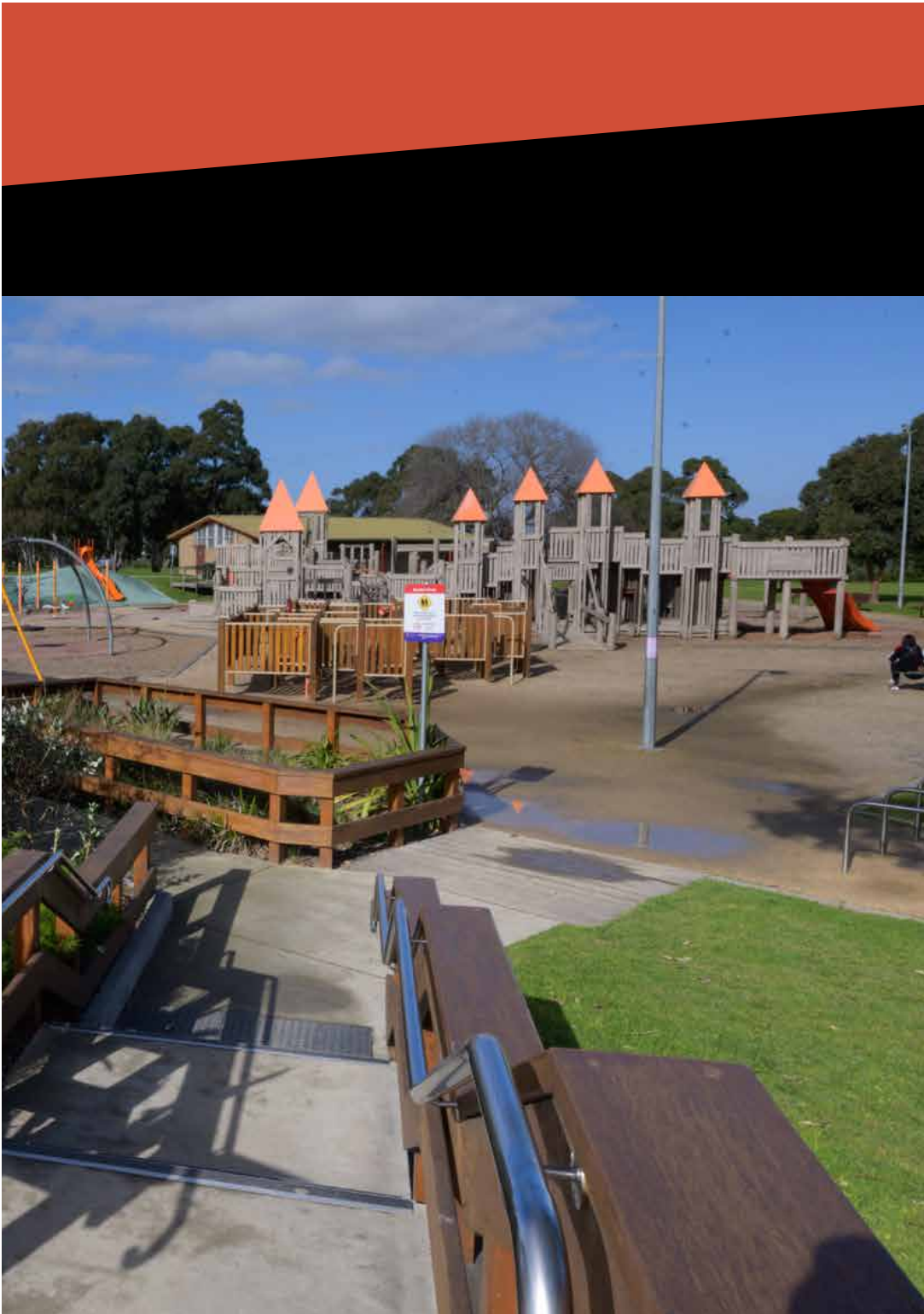
## FINANCIAL OVERVIEW



*Burden Park, Springvale South*



**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**





#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## FINANCIAL OVERVIEW

### Understanding the Financial Report

#### Financial Overview

Understanding Council's financial performance from financial statements prepared in accordance with Australian Accounting Standards can frequently be problematic and the purpose of this overview is to provide readers with greater clarity about the financial outcomes for the 2019-20 financial year.

The financial statements comprise of consolidated financial statements of Council and those entities over which Council has the power to govern the financial and operating policies to obtain the benefits from their activities. For 2019-20 this represents the consolidated performance of the Council and Dandenong Market Pty Ltd. Council's financial statements have been prepared in accordance with the Local Government Model Financial Report as required by the *Local Government (Planning and Reporting) Regulations 2014*.

Council's 2019-20 Comprehensive Income Statement highlights that Council achieved a surplus for the financial year of \$16.48 million (\$31.28 million in 2018-19). This result is, however, impacted upon by a combination of items – some of which are operational in nature and occur every year and others which are highly dynamic and change significantly each year.

The COVID-19 pandemic has resulted in one of the most challenging and uncertain times in recent history. At balance date, the state of Victoria was subject to 'Stage 3' restrictions. On 2 August 2020, Victoria was declared a 'state of disaster' and metropolitan Melbourne became subject to 'Stage 4' restrictions.

In response to significant decrease in demand/government directive amidst the COVID-19 outbreak, Council's leisure centre facilities, libraries and community centres including The Drum Theatre were closed. On 14 April 2020, Council unveiled local economic support to our most vulnerable community members during the COVID-19 pandemic. A series of measures were introduced to ease the financial burden on Greater Dandenong residents, local businesses and community groups. The measures combined with other costs have impacted Council's operations for the financial year end 30 June 2020 in the following areas:

- Council extended its Financial Hardship Policy in response to COVID-19 on 14 April 2020. No interest was charged on outstanding rates and immediate relief was provided to residents by way of \$100 rate waivers to each of the City's 10,728 pensioners and

\$200 to those residents receiving the new Jobseeker allowance. Rate waivers provided up until 30 June 2020 resulted in foregone revenue \$1.15 million.

- Council provided rental waivers for all traders at the Dandenong Market at a cost of \$1.5 million to provide stimulus funding to encourage traders to remain open and allow the market to continue to be a source of fresh, affordable food.
- Council waived rents for many of Council's commercial leaseholders and for those that continued to trade, rent reductions of 50 per cent were provided from 1 April – 30 June 2020. Rental rebates were offered to sporting clubs for seasonal venue hire and other facilities that were forced to close. Council also suspended enforcement of time restrictions for parking in and around the municipality. The impact on Council's revenue at 30 June 2020 is as follows:
  - Statutory fees and fines and Council user fees decreased by \$2.37 million compared to the 2019-20 Original Budget.
  - Other income reductions – a loss in rental and venue hire income due to COVID-19 restrictions and waivers provided in areas such as The Drum Theatre, civic and community facilities and commercial properties (\$609,000).

Council will continue to monitor the impacts during 2020-21 and will actively manage its budgets to ensure the financial outcomes to Council remain in alignment with Council budgets. For the 2019-20 financial year, please refer to note 11 of the Financial Report for further information on COVID-19 impacts.

Council also implemented three new accounting standards in 2019-20. *AASB 15 Revenue from Contracts with Customers*, *AASB 16 Leases* and *AASB 1058 Income of Not-for-Profit Entities*, from 1 July 2019. This has resulted in changes in accounting policies and adjustments to the amounts recognised in the financial statements. Refer to notes 5.3, 5.8 and 10 of the Financial Report for further detail.

It should be kept in mind that the surplus for the year is not a cash based result but remains an accounting surplus which includes capital grants and capital contributions, but excludes net asset revaluation increments.

Finally, a review of Council's asset valuations led to a revaluation increment of \$29.15 million in the value of Council's land and buildings leading to a Comprehensive Income Statement surplus outcome of \$44.89 million.

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

Council owned land and buildings were revalued as at 1 January 2020. At balance date, Council's contract valuers undertook a review of 'Annual Material Change' in the fair value of the land and building asset classes in the City of Greater Dandenong portfolio for the period 1 January 2020 to 30 June 2020. No material change was identified based on data available. The state of the property market within the review period is at present most influenced by the recent COVID-19 pandemic and resulting declaration of a State of Emergency. Market conditions are changing daily at present. The full extent of the effect of these conditions upon the property market and broader economic environment is unclear at best. For the period of the annual material change review, there is a market uncertainty resulting in significant valuation uncertainty. Refer to note 6.2 of the Financial Report for further information.

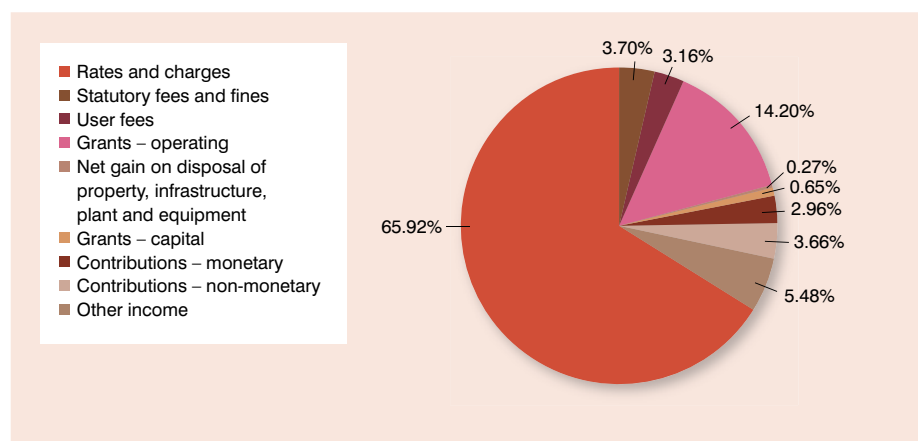
## Comprehensive Income Statement

This Statement shows:

- The sources of Council's revenue under various income headings.
- The expenses incurred in running the Council during the year. These expenses relate only to the operations' and do not include the cost associated with capital purchases or the building of assets. While capital purchase costs are not included in the expenses there is an item for 'Depreciation'. This value is the value of the assets 'used up' during the year.

## Income

Council's operating income for 2019-20 was \$219.97 million (\$226.13 million in 2018-19) including rates and charges income (\$145.00 million), fees and charges (\$15.09 million), operating grants (\$31.23 million), capital grants (\$1.43 million), monetary contributions (\$6.52 million), contributions of non-monetary assets, mainly from sub division activity (\$8.04 million), net gain on disposal of property, infrastructure, plant and equipment (\$583,000) and other income (\$12.06 million). The breakdown of operating income by major categories is depicted in the graph below:



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### FINANCIAL OVERVIEW

**Rates and charges income** (including waste collection charges) – general rate income is based on the Capital Improved Value of properties and a 'rate in the dollar' applied against each category of property. Waste collection charges are based on the number of bins and frequency of collections. Refer to note 3.1 of the Financial Report for further details on rate income.

**Fees, charges and fines** – Income from these sources were \$15.09 million for the year (\$17.67 million in 2018–19). The major sources of income are:

Statutory fees and fines	\$8.15 million
Parking fees	\$2.51 million
Registrations and other permits	\$1.50 million
Aged care services	\$1.11 million

#### Grants operating and capital

In 2019–20 the introduction of two new income-related Accounting Standards were implemented. *AASB 15 Revenue from Contracts with Customers* requires revenue from contracts with customers to be recognised as Council satisfies the performance obligations under the contract and *AASB 1058 Income of Not-for-Profit Entities* requires income to be recognised as Council satisfies the performance obligations under the contract. Where the specific performance obligations that have not yet been satisfied at 30 June, the income has been recognised as unearned income in the Balance Sheet (refer note 5.3(c)) of the Financial Report.

The new requirements are expected to result in better matching of income and related expenses as income recognition will now be deferred when there is a performance obligation or any other liability.

**Grants operating** – operational grant income comprises:

Financial Assistance Grants received via the Victoria Grants Commission of \$11.83 million (which includes \$1.57 million for local roads). Tied grants of \$19.40 million which were essentially for community care and community wellbeing services.

**Grants capital** – capital grants received were \$4.43 million. These grants are mainly non-recurrent in nature essentially for the purposes of funding the capital works program and are expended on these services in addition to the funds allocated by Council from other sources of revenue.

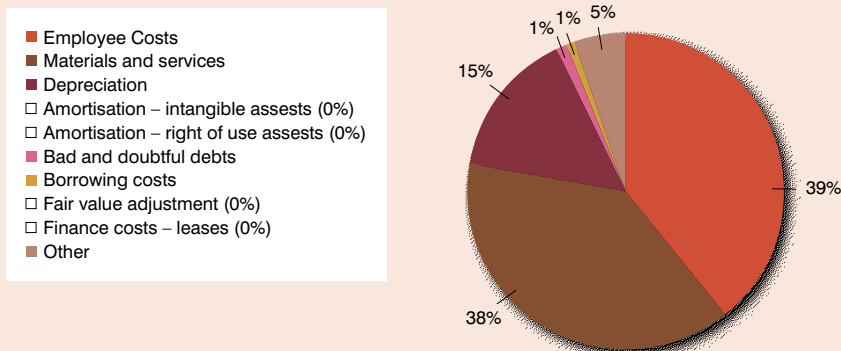
**Contributions monetary and non-monetary** – contributions monetary (cash) of \$6.52 million received were mainly for public open space development. Capital non-monetary contributions of \$8.04 million were mainly from "gifted" assets from developer activity.

**Other income (\$12.06 million)** – This item of income essentially relates to Dandenong Market revenue from operations, interest received on investments and other sundry income.

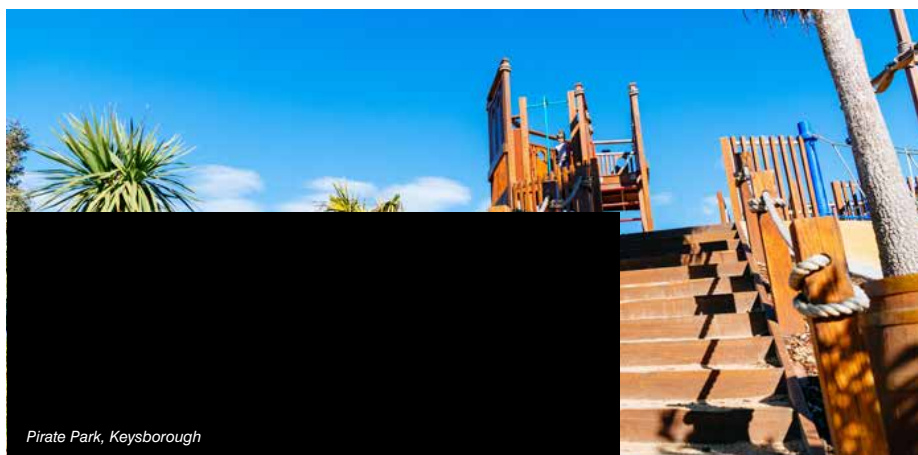
#### Expenditure

Total operating expenditure for 2019–20 including depreciation was \$203.49 million (\$194.85 million in 2018–19).

The major items of operating expenditure are depicted in the graph below:



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



**Employee costs (\$79.64 million)** – Employee and labour costs including salary-on costs such as WorkCover premium, provision for employee entitlements and Council's superannuation contributions on behalf of employees.

**Materials and services (\$77.89 million)** – Included in this category are the following major costs relating to:

Waste management services	\$16.79 million
Cleaning services	\$3.32 million
Park maintenance services	\$6.01 million
Educator services	\$4.22 million
Leisure centre contract and maintenance	\$2.58 million
Other contract payments	\$9.51 million
Office administration	\$5.39 million
Building and general maintenance	\$7.09 million
Utilities	\$4.13 million
Consultants and professional services	\$7.45 million
Information technology	\$2.97 million

**Depreciation (\$31.26 million)** – The depreciation expense reflects the diminution in the value of assets due to wear and tear and obsolescence. It has no impact on the cash position of Council. Cash flow is impacted only at the time of purchase and sale of assets.

**Amortisation – intangible assets (\$77,000)** – a new expense item in 2019–20 as a result of transfer of computer software assets from Plant and Equipment to Intangibles.

**Amortisation – right of use assets (\$562,000)** – a new expense item relating to the amortisation of leased (right of use) assets in accordance with the new Accounting Standard AASB 16 'Leases'. Refer note 5.8 of Financial Report for further breakdown of amortisation on right-of-use assets.

**Bad and doubtful debts – (\$1.30 million)** – mainly relates to provisions recognised for bad and doubtful debts during the year for parking fine debtors (\$698,000) and other debtors (\$602,000). The provision for doubtful debts is recognised on an expected credit loss model. This model considers both historic and forward-looking information in determining the level of impairment.

**Borrowing costs (\$3.04 million)** – represents interest on Council's long-term borrowings.

**Finance costs – leases (\$34,000)** – a new expense item relating to the interest on lease liabilities in accordance with the new Accounting Standard AASB 16 'Leases'.

**Fair value adjustment for investment property** – Fair value adjustments for investment property of \$383,000, which is a non-cash item. This is the result of several land and building assets classified as 'Investment property' as they are held primarily to earn rental income. Australian Accounting Standards require any revaluation of these assets to fair value to be recognised in the Comprehensive Income Statement, rather than in the Asset Revaluation Reserve like other fixed assets held at fair value by Council.

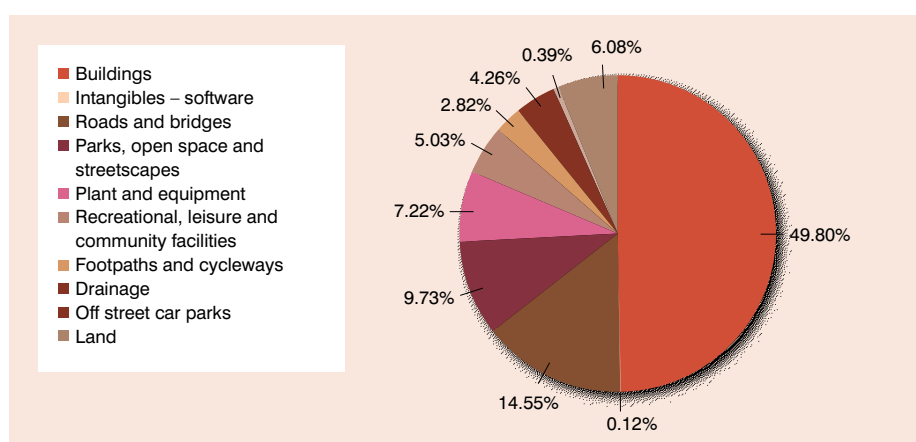
#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## FINANCIAL OVERVIEW

### Capital Expenditure (as per the Capital Works Statement)

The major items of expenditure are depicted in the chart below:

Council spent \$58.03 million on capital expenditure during the year. This comprises upgrade (\$6.15 million), renewal and expansion (\$29.19 million) and new assets (\$22.69 million). The most significant items relating to new assets relates to the Springvale Community Precinct (\$12.77 million) and property purchases for open space (\$3.32 million).



### Balance Sheet

The Balance Sheet discloses Council's net worth and clearly defines what the Council owns as assets and what it owes as liabilities. Assets and liabilities are further separated into current and non-current categories. Current assets or current liabilities are those which will fall due in the next 12 months, or cannot be deferred for greater than 12 months.

Net assets or total equity represents Council's accumulated net worth and includes many infrastructure and community assets such as buildings, land, parks, roads and drains.

The components of the Balance Sheet include:

#### Current and non-current assets

- Cash and cash equivalents include cash and investments, i.e. cash held in the bank and in petty cash and the market value of Council's investments.
- Trade and other receivables are monies owed to Council by ratepayers and others.

- Non-current assets held for sale contains land and buildings which are in the market or under contract for sale.
- Other assets are prepayments of next year's expenses and monies owed to Council, other than from trading, that is not yet received.
- Other financial assets relate to Term Deposits held by Council with original maturity >90days.
- Property, infrastructure, plant and equipment is the largest component of Council's worth and represents the value of all the land, buildings, roads, vehicles, equipment, etc. which has been built up by Council over many years.
- Investment property represents land and building assets that are held for the primary purpose of earning rental income.
- Right-of-use assets represents leased (right of use) assets in accordance with the new Accounting Standard AASB 16 'Leases'. Includes property, fleet, IT and office equipment that have been leased under ordinary lease arrangements.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

- Intangible assets represents computer software assets that were transferred from 'Property, infrastructure, plant and equipment' to 'Intangible assets'.

##### *Current and non-current liabilities*

- Trade and other payables is the value to which Council owes money as at 30 June.
- Trust funds and deposits represent monies held in trust by Council.
- Unearned income relates to the introduction of two new income-related Accounting Standards, *AASB 15 Revenue from Contracts with Customers* applies to revenue transactions where Council provides services or goods under contractual arrangements. and *AASB 1058 Income of Not-for-Profit Entities* applies to income received where no contract is in place. This comprises mainly grant agreements.
- Provisions include leave entitlements and landfill restoration works.
- Lease liabilities represents the lease repayment obligations for leased (right of use) assets, in accordance with the new Accounting Standard *AASB 16 'Leases'* and are classified as current and non-current based on when the obligation is expected to occur. Includes repayments for property, fleet, IT and office equipment that have been leased under ordinary lease arrangements.

##### *Net assets*

This term is used to describe the difference between the value of total assets and the value of total liabilities. It represents the net worth of Council as at 30 June.

##### *Total equity*

This always equals net assets. It is made up of the following components:

- Accumulated surplus: this is the value of the Council, other than the asset revaluation reserve and other reserves that has been accumulated over time.
- Reserves: this includes asset revaluation reserve and other reserves. Asset revaluation reserve is the value by which the purchase cost of assets has changed over the years and arises as assets are revalued to their replacement cost from time to time. Other reserves include both statutory reserves and discretionary reserves. The statutory reserves apply where funds are gained from the application of legislative requirements to contribute – and where expenditure of the funds is not entirely discretionary (i.e. the funds need to be used for certain expenditure only). These funds are held for future expenditure.

Council's financial position increased by \$44.89 million during the year, made up of a surplus of \$16.48 million, an asset revaluation increments of \$29.15 million and an impairment (loss) reversal of previous revaluation of \$743,000. The difference between the assets and liabilities amounting to \$2.24 billion is the net worth of the Council to its ratepayers and community (\$2.20 billion in 2019).

Council's borrowing at 30 June 2020 was \$59.89 million, which is 41.30% of rates and charges revenue (Government prudential limit is 80%). Loan repayments of \$21.01 million are forecast over the next five years under Council's borrowing strategy. Council intends to retire these debts through cash flows generated from operations.

##### **Council's assets (what Council owes) comprise:**

	\$M	%
Assets:		
Land	1,154,749	48.26
Roads and bridges	323,751	13.53
Drainage	270,123	11.29
Buildings (including leasehold improvements)	291,316	12.18
Footpaths and cycle ways	60,016	2.51
Works in progress	20,116	0.84
Recreational, leisure and community facilities	20,774	0.87
Parks, open space and streetscapes	21,012	0.88
Plant and equipment	15,555	0.65
Off street car parks	13,583	0.57
Cash and other assets	187,367	7.83
Other non-current assets	305	0.01
Non-current assets held for sale	1,000	0.04
Investment property	11,814	0.49
Intangible assets	124	0.01
Right-of-use assets	998	0.04
	<b>2,392,603</b>	<b>100.00</b>

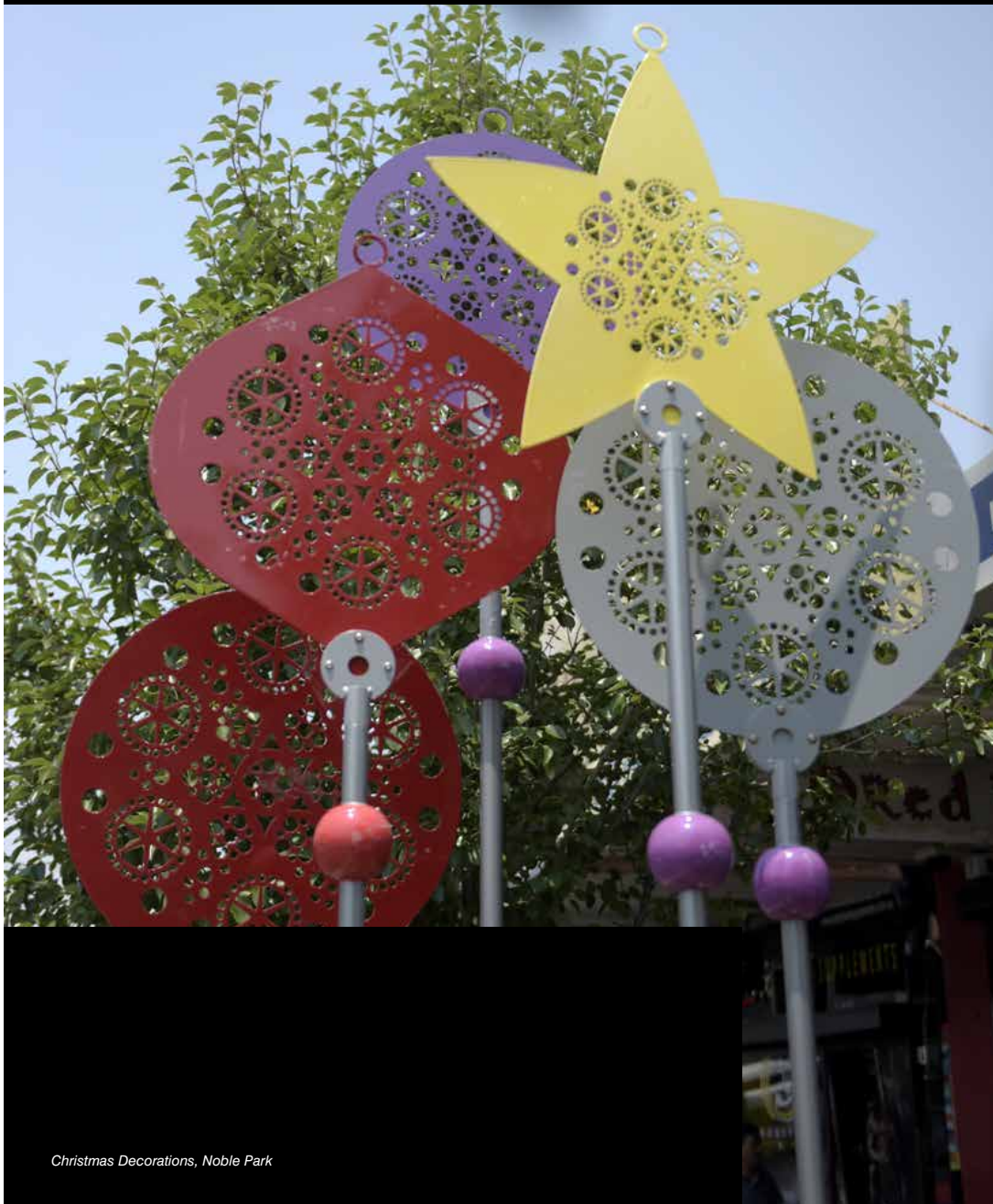
##### **Council's liabilities (what Council owes) comprise:**

	\$M	%
Interest-bearing liabilities (long-term borrowing)	59,891	39.85
Trust funds and deposits	9,023	6.00
Unearned income	40,340	26.84
Provisions	20,903	13.91
Trade and other payables (creditors)	19,127	12.73
Lease liabilities	1,013	0.67
	<b>150,297</b>	<b>100.00</b>



**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**

**FINANCIAL OVERVIEW**



*Christmas Decorations, Noble Park*

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



##### Statement of changes in equity

During the course of the year the value of total equity, as set out in the Balance Sheet, changes. This Statement shows the values of such changes and how these changes arose. The main reasons for a change in equity stem from:

- The surplus for the year is the value that income exceeded operating costs as described in the Comprehensive Income Statement
- Net asset revaluation increment reflects the change in the replacement value of assets
- Transfer of monies to or from Council's reserves shows the money withdrawn from reserves and used during the year or placed into reserves for future use.

##### Cash Flow Statement

The Cash Flow Statement summarises Council's cash payments and cash receipts for the year. This Statement is presented according to a very specific Australian Accounting Standard and needs some care in analysis. It excludes non-cash expenses such as depreciation but includes payments in relation to capital works projects, proceeds from assets sales and movements in cash that Council may hold as a result of holding trust deposits. The values may differ from those shown in the Comprehensive Income Statement because the Comprehensive Income Statement is prepared on an accrual accounting basis and the Cash Flow Statement is based on the timing of cash receipts and payments.

Council's cash arises from, and is used in, three main areas: Cash flows to and from the following sources:

##### *Cash flows from operating activities*

All cash received into Council's bank account from ratepayers and others who owed money to Council.

- Receipts include the interest earnings from Council's cash investments and movement in trust deposits taken. It does not include the costs associated with the sale of assets.
- Payments include all cash paid by Council from its bank account to staff, creditors and other persons. Also include movement in trust monies repaid. It does not include the costs associated with the creation of assets.

##### *Cash flows from investing activities*

Cash flow from investing activities shows the cash invested in the creation or purchase of property, infrastructure, plant and equipment assets, the cash received from the sale of these assets, cash received from sale of property held for resale and payment for investments.

##### *Cash flows from financing activities*

Cash flows from financing activities includes proceeds from borrowing, the repayment of loans and lease liabilities.

During the 2019-20 financial year Council repaid \$8.63 million of its long-term debt and borrowed \$10.00 million for the purpose of completing the Springvale Community Precinct major project.

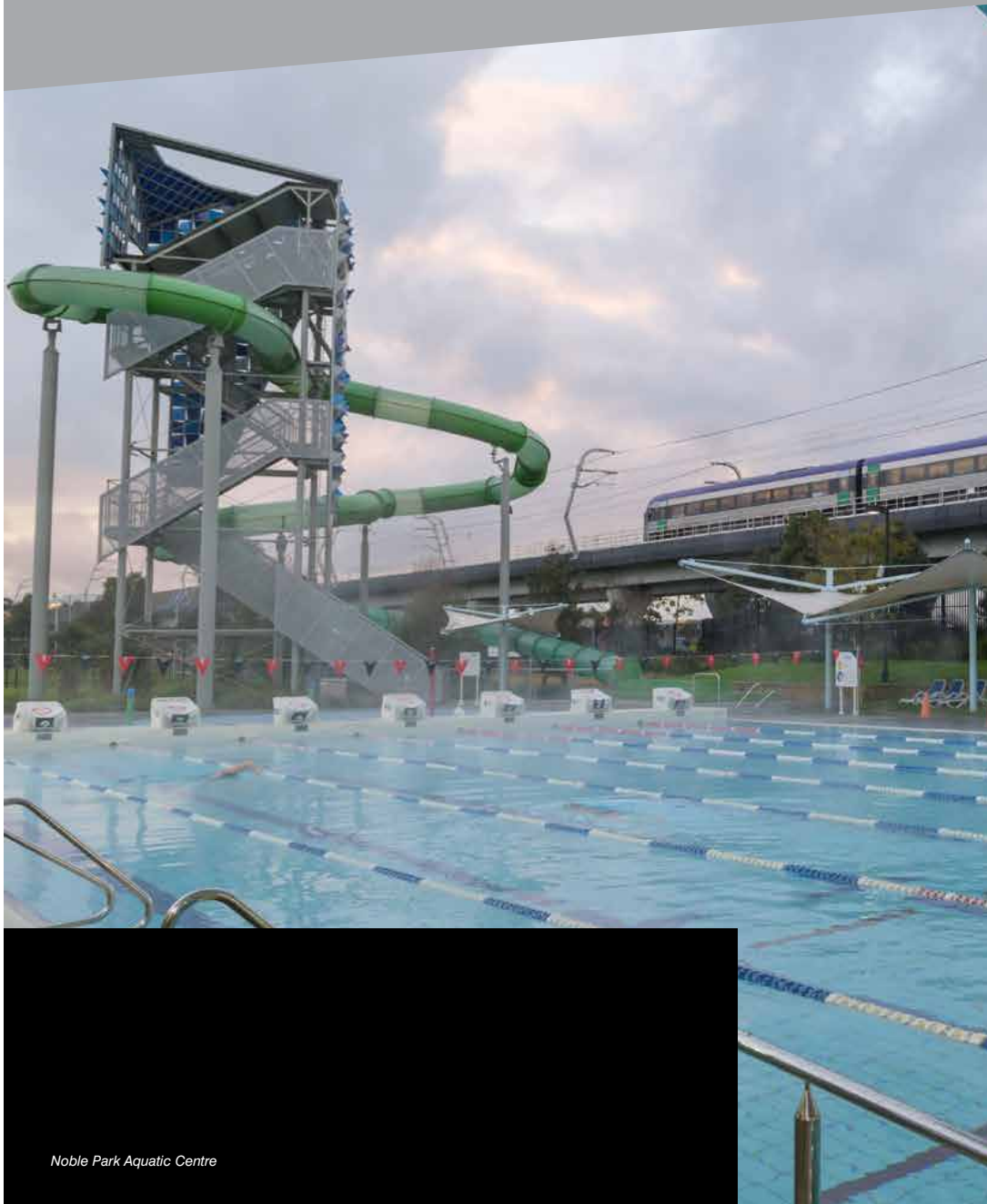
The bottom line of the Statement of Cash Flows represents cash at the end of the financial year. This shows the capacity of Council to meet its cash debts and other liabilities.

**Note:** – The above financial report summary does not form part of the statutory reporting and hence not subject to audit certification. It has been written to assist the Greater Dandenong community in better understanding the financial operations and financial position of their Council. Commentary must be read in conjunction with the Financial Report.



**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**

# ANNUAL FINANCIAL REPORT



*Noble Park Aquatic Centre*

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**



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**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

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4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

**ANNUAL FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

Certification of the Financial Statements

In my opinion the accompanying financial statements have been prepared in accordance with the Local Government Act 1989, the Local Government (Planning and Reporting) Regulations 2014, Australian Accounting Standards and other mandatory professional reporting requirements.



Michelle Hansen CPA  
Principal Accounting Officer  
Date : 14 September 2020

In our opinion the accompanying Financial Statements present fairly the financial transactions of the City of Greater Dandenong for the year ended 30 June 2020 and the financial position of the Council as at that date.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the Financial Statements to be misleading or inaccurate.

We have been authorised by the Council and by the Local Government (Planning and Reporting) Regulation 2014 on 14 September 2020 to certify the Financial Statements in their final form.



Jim Merritt  
Mayor  
Date : 14 September 2020



Matthew Kirwan  
Councillor  
Date : 14 September 2020




John Bennie PSM  
Chief Executive Officer  
Date : 14 September 2020

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### Independent Auditor's Report

To the Councillors of City of Greater Dandenong



<b>Opinion</b>	<p>I have audited the consolidated financial report of City of Greater Dandenong (the council) and its controlled entity (together the consolidated entity), which comprises the:</p> <ul style="list-style-type: none"><li>• consolidated entity balance sheet as at 30 June 2020</li><li>• consolidated entity comprehensive income statement for the year then ended</li><li>• consolidated entity statement of changes in equity for the year then ended</li><li>• consolidated entity statement of cash flows for the year then ended</li><li>• consolidated entity statement of capital works for the year then ended</li><li>• notes to the financial statements, including significant accounting policies</li><li>• certification of financial statements.</li></ul> <p>In my opinion, the financial report presents fairly, in all material respects, the financial position of the consolidated entity as at 30 June 2020 and their financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of Part 6 of the <i>Local Government Act 1989</i> and applicable Australian Accounting Standards.</p>
<b>Basis for Opinion</b>	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Auditing Standards. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the Financial Report</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the consolidated entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's <i>APES 110 Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the financial report in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
<b>Councillors' responsibilities for the financial report</b>	<p>The Councillors of the council are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the <i>Local Government Act 1989</i>, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.</p> <p>In preparing the financial report, the Councillors are responsible for assessing the consolidated entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless it is inappropriate to do so.</p>

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#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### Auditor's responsibilities for the audit of the financial report

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the financial report based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the consolidated entity's internal control
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Councillors
- conclude on the appropriateness of the Councillors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the consolidated entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the consolidated entity to cease to continue as a going concern.
- evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation
- obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the consolidated entity to express an opinion on the financial report. I remain responsible for the direction, supervision and performance of the audit of the consolidated entity. I remain solely responsible for my audit opinion.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE  
23 September 2020



as delegate for the Auditor-General of Victoria

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### COMPREHENSIVE INCOME STATEMENT

For the year ended 30 June 2020

	Note	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>Income</b>			
Rates and charges	3.1	145,002	140,943
Statutory fees and fines	3.2	8,146	9,471
User fees	3.3	6,949	8,199
Grants – operating	3.4	31,230	34,309
Grants – capital	3.4	1,435	4,068
Contributions – monetary	3.5	6,521	5,269
Contributions – non-monetary	3.5	8,043	7,735
Net gain on disposal of property, infrastructure, plant and equipment	3.6	583	457
Other income	3.7	12,064	15,683
<b>Total income</b>		<b>219,973</b>	<b>226,134</b>
<b>Expenses</b>			
Employee costs	4.1	(79,645)	(75,756)
Materials and services	4.2	(77,895)	(70,130)
Depreciation	4.3	(31,259)	(29,064)
Amortisation – intangible assets	4.4	(77)	–
Amortisation – right of use assets	4.5	(562)	–
Bad and doubtful debts	4.6	(1,300)	26
Borrowing costs	4.7	(3,041)	(3,131)
Finance costs – leases	4.8	(34)	–
Fair value adjustments for investment property	6.4	(383)	(907)
Other expenses	4.9	(9,299)	(15,893)
<b>Total expenses</b>		<b>(203,495)</b>	<b>(194,855)</b>
<b>Surplus for the year</b>		<b>16,478</b>	<b>31,279</b>
<b>Other comprehensive income</b>			
<b>Items that will not be reclassified to surplus or deficit in future periods</b>			
Net asset revaluation increment (decrement)	9.1(a)	29,152	(48,728)
Impairment (loss) reversal of previous revaluation	9.1(a)	(743)	–
<b>Total comprehensive result</b>		<b>44,887</b>	<b>(17,449)</b>

The above Comprehensive Income Statement should be read in conjunction with the accompanying notes.



4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

**ANNUAL FINANCIAL REPORT**  
FOR THE YEAR ENDED 30 JUNE 2020

**BALANCE SHEET**

As at 30 June 2020

	Note	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	5.1(a)	155,767	163,607
Trade and other receivables	5.1(c)	25,039	22,929
Other financial assets	5.1(b)	2,000	–
Non-current assets classified as held for sale	6.1	1,000	–
Other assets	5.2	4,561	4,473
<b>Total current assets</b>		<b>188,367</b>	<b>191,009</b>
<b>Non-current assets</b>			
Trade and other receivables	5.1(c)	305	325
Other financial assets	5.1(b)	–	230
Property, infrastructure, plant and equipment	6.2	2,190,995	2,136,629
Investment property	6.4	11,814	12,827
Right-of-use assets	5.8	998	–
Intangible assets	5.2(b)	124	–
<b>Total non-current assets</b>		<b>2,204,236</b>	<b>2,150,011</b>
<b>Total assets</b>		<b>2,392,603</b>	<b>2,341,020</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	5.3(a)	19,127	25,629
Trust funds and deposits	5.3(b)	8,712	35,311
Unearned income	5.3(c)	40,340	1,111
Provisions	5.5(c)	19,721	17,351
Interest-bearing liabilities	5.4	3,255	8,634
Lease liabilities	5.8	571	–
<b>Total current liabilities</b>		<b>91,726</b>	<b>88,036</b>
<b>Non-current liabilities</b>			
Trust funds and deposits	5.3(b)	311	900
Provisions	5.5(c)	1,182	1,599
Interest-bearing liabilities	5.4	56,636	49,891
Lease liabilities	5.8	442	–
<b>Total non-current liabilities</b>		<b>58,571</b>	<b>52,390</b>
<b>Total liabilities</b>		<b>150,297</b>	<b>140,426</b>
<b>Net assets</b>		<b>2,242,306</b>	<b>2,200,594</b>
<b>Equity</b>			
Accumulated surplus		905,147	876,273
Reserves	9.1(c)	1,337,159	1,324,321
<b>Total equity</b>		<b>2,242,306</b>	<b>2,200,594</b>

The above Balance Sheet should be read in conjunction with the accompanying notes.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### STATEMENT OF CHANGES IN EQUITY

For the year ended 30 June 2020

		Consolidated			
	Note	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
<b>2020</b>					
Balance at beginning of the financial year		2,200,594	876,273	1,241,807	82,514
Opening balance adjustment	10	(3,175)	(3,175)	—	—
<b>Adjusted balance at beginning of the financial year</b>		<b>2,197,419</b>	<b>873,098</b>	<b>1,241,807</b>	<b>82,514</b>
Surplus for the year		16,478	16,478	—	—
Net asset revaluation increment	9.1(a)	29,152	—	29,152	—
Revaluation reversal – disposed assets	9.1(a)	—	393	(393)	—
Impairment (loss) reversal of previous revaluation	9.1(a)	(743)	—	(743)	—
Transfers to other reserves	9.1(b)	—	(12,758)	—	12,758
Transfers from other reserves	9.1(b)	—	27,936	—	(27,936)
<b>Balance at end of the financial year</b>		<b>2,242,306</b>	<b>905,147</b>	<b>1,269,823</b>	<b>67,336</b>
<b>2019</b>					
Balance at beginning of the financial year		2,218,043	857,413	1,290,865	69,765
Surplus for the year		31,279	31,279	—	—
Net asset revaluation decrement	9.1(a)	(48,728)	—	(48,728)	—
Revaluation reversal – disposed assets	9.1(a)	—	330	(330)	—
Transfers to other reserves	9.1(b)	—	(21,942)	—	21,942
Transfers from other reserves	9.1(b)	—	9,193	—	(9,193)
<b>Balance at end of the financial year</b>		<b>2,200,594</b>	<b>876,273</b>	<b>1,241,807</b>	<b>82,514</b>

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### STATEMENT OF CASH FLOWS

For the year ended 30 June 2020

	Note	Consolidated 2020 Inflows/ (Outflows) \$'000	Consolidated 2019 Inflows/ (Outflows) \$'000
<b>Cash flows from operating activities</b>			
Rates and charges		144,232	140,317
Statutory fees and fines		6,047	6,739
User fees		6,687	8,409
Grants – operating		34,749	34,394
Grants – capital		4,116	3,941
Contributions – monetary		7,451	5,025
Interest received		2,287	3,714
Trust funds and deposits taken		27,660	31,955
Other receipts		10,716	13,468
Net GST refund		12,193	10,376
Employee costs		(79,135)	(74,515)
Materials and services		(89,002)	(82,796)
Short-term, low value and variable lease payment		(561)	–
Trust funds and deposits repaid		(27,121)	(36,439)
Other payments		(5,066)	(8,446)
<b>Net cash provided by operating activities</b>	9.2	55,253	56,142
<b>Cash flows from investing activities</b>			
Payments for property, infrastructure, plant and equipment		(59,726)	(51,528)
Proceeds from sale of property, infrastructure, plant and equipment		929	857
Payments for investments		(2,000)	–
<b>Net cash used in investing activities</b>		(60,797)	(50,671)
<b>Cash flows from financing activities</b>			
Finance costs		(3,080)	(3,154)
Proceeds from borrowings		10,000	10,000
Repayment of borrowings		(8,634)	(3,301)
Interest paid – lease liability		(35)	–
Repayment of lease liabilities		(547)	–
<b>Net cash (used in) provided by financing activities</b>		(2,296)	3,545
Net (decrease) increase in cash and cash equivalents		(7,840)	9,016
Cash and cash equivalents at the beginning of the financial year		163,607	154,591
<b>Cash and cash equivalents at the end of the financial year</b>	5.1(a)	<b>155,767</b>	<b>163,607</b>
Financing arrangements	5.6		
Restrictions on cash assets	5.1		

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### STATEMENT OF CAPITAL WORKS

For the year ended 30 June 2020

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>Property</b>		
Land	3,523	1,118
<b>Total land</b>	3,523	1,118
Buildings	28,886	22,453
Leasehold improvements	22	41
<b>Total buildings</b>	28,908	22,494
<b>Total property</b>	32,431	23,612
<b>Plant and equipment</b>		
Plant, machinery and equipment	2,369	2,942
Fixtures, fittings and furniture	174	179
Computers and telecommunications	856	178
Library books	792	842
<b>Total plant and equipment</b>	4,191	4,141
<b>Infrastructure</b>		
Roads	8,330	6,873
Bridges	113	60
Footpaths and cycleways	1,637	1,999
Drainage	2,470	3,095
Recreational, leisure and community facilities	2,917	1,860
Parks, open space and streetscapes	5,646	7,220
Off street car parks	228	2,377
<b>Total infrastructure</b>	21,341	23,484
<b>Sub-total capital works expenditure (Property, infrastructure, plant and equipment)</b>	<b>57,963</b>	<b>51,237</b>
Investment property	–	2,337
Intangibles – software	71	–
<b>Total capital works expenditure (All – Property, infrastructure, plant and equipment, Investment property and Intangibles)</b>	<b>58,034</b>	<b>53,574</b>
<b>Represented by:</b>		
New asset expenditure	22,693	22,771
Asset renewal expenditure	29,187	21,025
Asset upgrade expenditure	6,148	9,778
Asset expansion expenditure	6	–
<b>Total capital works expenditure</b>	<b>58,034</b>	<b>53,574</b>

The above Statement of Capital Works should be read in conjunction with the accompanying notes.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### NOTES TO THE FINANCIAL REPORT

#### Overview

The City of Greater Dandenong was established in December 1994 with the amalgamation of the former City of Springvale and former City of Dandenong, and is a body corporate. The Council's main office is located at 225 Lonsdale Street, Dandenong, 3175.

#### Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1989*, and the *Local Government (Planning and Reporting) Regulations 2014*.

#### Significant accounting policies

##### (a) Basis of accounting

These consolidated financial statements for the year ended 30 June 2020 comprise the results of operations for both Council and its wholly owned subsidiary, namely the Dandenong Market Pty Ltd.

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings and infrastructure (refer to note 6.2 and 8.4).
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to note 6.2).
- the determination of employee provisions (refer to note 5.5 (a)).

- the determination of landfill provisions (refer to note 5.5 (b)).
- the determination of whether performance obligations are sufficiently specific so as to determine whether an arrangement is within the scope of AASB 15 *Revenue from Contracts with Customers* or AASB 1058 *Income of Not-for-Profit Entities* (refer to note 3).
- the determination, in accordance with AASB 16 *Leases*, of the lease term, the estimation of the discount rate when not implicit in the lease and whether an arrangement is in substance short-term or low value (refer to note 5.8).
- other area requiring judgements.

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation (except where transitional requirements of AASB 15 *Revenue from Contracts with Customers*, AASB 16 *Leases* and AASB 1058 *Income of Not-for-Profit Entities* do not require restatement of comparatives under the modified retrospective approach adopted by the Council), and disclosure has been made of any material changes to comparatives (refer to note 10).

#### COVID-19 pandemic and the impact on Council's operations and the 2019-20 financial report

The World Health Organisation (WHO) on March 11 declared COVID-19 a pandemic.

The financial implications of the pandemic have been considered in the preparation of these financial statements for the reporting period 30 June 2020. Note 11 discloses detail of the impact of the COVID-19 pandemic on Council's operations.

The effects on the financial statements and estimates, as a result of the pandemic, have been reflected and can also be observed in the following components of these financial statements:

- Performance against budget (refer to note 1)
- Rates and charges (refer to note 3.1)
- Statutory fines and fees (refer to note 3.2)
- User fees (refer to note 3.3)
- Other income (refer to note 3.7)
- Property, infrastructure, plant and equipment, in relation to independent valuation undertaken of Council owned land and buildings (refer to note 6).
- Investments in associates, joint arrangements and subsidiaries (Dandenong Market Pty Ltd consolidated accounts (refer to note 6.3))

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## Note 1 Performance against budget

The budget comparison notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variances. Council has adopted a materiality threshold of greater than 10 per cent and greater than \$1 million or where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by Council on 11 June 2019. The Budget was based on assumptions that were relevant at the time of adoption of the Budget. Council sets guidelines and parameters for income and expense targets in this budget in order to meet Council's planning and financial performance targets for both the short and long-term. The budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

## 1.1 Income and expenditure

	Consolidated Actual 2020 \$'000	Council Actual 2020 \$'000 (note 6.3)	Council Budget 2020 \$'000	Council Variance 2020 \$'000 <i>Fav (Unfav)</i>	Ref
<b>Income</b>					
Rates and charges	145,002	145,103	145,942	(839)	
Statutory fees and fines	8,146	8,146	9,333	(1,187)	1.1.1
User fees	6,949	6,949	8,435	(1,486)	1.1.2
Grants – operating	31,230	31,230	29,453	1,777	1.1.3
Grants – capital	1,435	1,435	2,794	(1,359)	1.1.4
Contributions – monetary	6,521	6,521	2,829	3,692	1.1.5
Contributions – non-monetary	8,043	8,043	15,000	(6,957)	1.1.6
Net gain on disposal of property, infrastructure, plant and equipment	583	583	317	266	
Other income	12,064	7,630	10,623	(2,993)	1.1.7
<b>Total income</b>	<b>219,973</b>	<b>215,640</b>	<b>224,726</b>	<b>(9,086)</b>	
<b>Expenses</b>					
Employee costs	(79,645)	(78,717)	(80,417)	1,700	1.1.8
Materials and services	(77,895)	(74,722)	(67,850)	(6,872)	1.1.9
Depreciation	(31,259)	(31,241)	(29,816)	(1,425)	1.1.10
Amortisation – intangible assets	(77)	(77)	–	(77)	
Amortisation – right of use assets	(562)	(562)	–	(562)	1.1.11
Bad and doubtful debts	(1,300)	(1,290)	(1,299)	9	
Borrowing costs	(3,041)	(3,041)	(3,414)	373	
Finance costs – leases	(34)	(34)	–	(34)	
Fair value adjustments for investment property	(383)	(383)	–	(383)	
Other expenses	(9,299)	(9,312)	(5,010)	(4,302)	1.1.12
<b>Total expenses</b>	<b>(203,495)</b>	<b>(199,379)</b>	<b>(187,806)</b>	<b>(11,573)</b>	
<b>Surplus for the year</b>	<b>16,478</b>	<b>16,261</b>	<b>36,920</b>	<b>(20,659)</b>	

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### 1.1 Income and expenditure (continued)

#### Explanation of material variations

Ref	Item	Explanation
1.1.1	Statutory fees and fines	<p>Statutory fees and fines are \$1.19 million less than the Original Budget due mainly to:</p> <ul style="list-style-type: none"> <li>– lower development activity combined with COVID-19 impacts resulting in a reduction in statutory fee income from planning applications, subdivisions, local law permits and plan checking (\$865,000).</li> <li>– reduced statutory fines income across parking, planning compliance, food/health, local laws and littering (\$544,000) partly offset by higher recovery of Fines Victoria costs associated with parking infringements (\$303,000).</li> </ul>
1.1.2	User fees	<p>User fee income was \$1.49 million lower than the Original Budget due to:</p> <ul style="list-style-type: none"> <li>– lower car park ticket machine and parking meter income and car park permit fee income (\$727,000) due to reduced business activity, COVID-19 and unearned car park permit income transferred to the Balance Sheet in compliance with the new Accounting Standard (AASB 15 – Revenue from Contracts with Customers).</li> <li>– a reduction in Family Day Care (FDC) fee income due mainly to COVID-19 (\$213,000).</li> <li>– lower than anticipated income from Asset Protection permits, Health / Food registrations and Drum Theatre box office and reception (\$299,000) mostly due to COVID-19 impacts.</li> </ul>
1.1.3	Grants – operating	<p>Operating grant income was \$1.78 million higher than the Original Budget due to:</p> <ul style="list-style-type: none"> <li>– higher Community Services program grant funding than expected in the Original Budget for Family Day Care, New Directions – Mothers and Babies, Child First, Right@Home, Enhanced Maternal and Child Health, Refugee Immunisation, Drug Strategy, Library Services Let's Read, Childrens Support Services and Market Street Occasional Care Centre, partly offset by lower Playgroups Initiative funding (\$2.41 million). This was due to a number of factors – grant funding relating to 2020-21 programs being received early, growth funding received or grant funding not known at the time of adopting the 2019-20 Original Budget.</li> <li>– grant funding received for the Community Revitalisation project, the Communities Environment grant and in Waste Services to offset the higher waste recycling costs experienced across the sector (\$561,000). These grant funds were not known at the time of adopting the Original Budget.</li> <li>– the early distribution of 50% of the 2019-20 and 2020-21 Financial Assistance Grant funding allocation in June in the preceding financial years. The 2019-20 actuals reflect 50% of the 2019-20 allocation and 50% of the 2020-21 allocation. Whilst 100% has effectively been received in 2019-20, both of the allocations were higher than expected in the Original Budget representing a favourable variance of \$210,000.</li> </ul> <p>The above favourable variances are partly offset by lower than anticipated Community Care grant income due to requirement under new Accounting Standards to only recognise income based on the completion of performance obligations for both State and Federal grant funding. The Original Budget was based on the estimated target achievement levels for Federal funding, however, State funded income was budgeted based on recognition of all income received (\$1.54 million).</p>

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## 1.1 Income and expenditure (continued)

## Explanation of material variations

Ref	Item	Explanation
1.1.4	Grants – capital	<p>Capital grant income was \$1.36 million unfavourable to the Original Budget due to a capital grant that was received based on specific performance obligations that were not complete at 30 June 2020, which meant that this income was required to be transferred to unearned income in the Balance Sheet in accordance with the new Accounting Standard AASB 1058 'Income of Not-For-Profit Entities' (relating to Ross Reserve Plaza, Playground, Oval and Path project \$1.83 million).</p> <p>This unfavourable variance was partly offset by grant funding that was either higher than anticipated or was not known at the time of adopting the Original Budget (relating to the Local Area Traffic Management and Robert Booth Reserve Baseball Lighting projects \$390,000).</p>
1.1.5	Contributions – monetary	<p>The \$3.69 million favourable variance in monetary contributions is due to:</p> <ul style="list-style-type: none"> <li>– the recognition of \$2.58 million in Development Contributions Plan (DCP) developer infrastructure levies relating to the Keysborough South Residential DCP as all performance obligations are complete. These levies have been transferred to reserves to part fund construction of the Keysborough South Community Hub.</li> <li>– higher than budgeted open space contributions from developers (\$866,000). These contributions are restricted in their use and are transferred to reserves at the end of the financial year which are set aside for open space projects. The timing of receipt and amount of open space contributions are difficult to predict.</li> </ul>
1.1.6	Contributions – non-monetary	<p>These contributions represent assets that are transferred to Council's ownership from developers upon completion of subdivisions. Refer to note 6.2 for further details about contributed assets. In 2019–20, they related mainly to land, land under roads, drains and footpaths. The number of subdivisions that are completed vary from year to year and the timing of these asset transfers is outside of Council's control and difficult to predict. This item is a non-cash accounting entry.</p>
1.1.7	Other income	<p>The unfavourable variance of \$2.99 million in other income is attributable to:</p> <ul style="list-style-type: none"> <li>– lower recoveries from member councils in relation to a delay in Spring Valley landfill works (\$2.27 million).</li> <li>– Council's waiver of the 2019–20 Dandenong Market (DMPL) rental return in a bid to support DMPL through COVID-19 restrictions (\$1.52 million).</li> <li>– a loss in rental and venue hire income due to COVID-19 restrictions and waivers provided in areas such as the Drum Theatre, Civic and Community Facilities and Commercial Properties (\$609,000).</li> </ul> <p>The above unfavourable variances are partly offset by the following favourable variances:</p> <ul style="list-style-type: none"> <li>– higher than anticipated Asset Protection reinstatement recoveries (partly offset by higher associated reinstatement costs), interest return on investments and recovery income relating to supplementary valuations and the follow up of outstanding rates debtors compared to the Original Budget (\$787,000).</li> <li>– unbudgeted insurance claim recovery income relating to a fire damaged building (partly offset by insurance claim excess and demolition costs) (\$345,000).</li> </ul>
1.1.8	Employee costs	<p>Employee costs were favourable to the 2019–20 Original Budget by \$1.70 million due mainly to lower than anticipated salaries, overtime and associated oncosts as a result of vacant positions, a delay in recruitment and a number of grant funded programs that have been carried over to the 2020–21 financial year. This favourable variance was mostly offset by higher temporary agency staff costs (\$3.54 million).</p>



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### 1.1 Income and expenditure (continued)

#### Explanation of material variations

Ref	Item	Explanation
1.1.9	Materials and services	The \$6.87 million unfavourable variance is due to \$9.31 million in capital expenditure that was not able to be capitalised to the asset register because it was not capital in nature, it did not meet the capitalisation threshold or it related to non-Council owned assets (\$3.89 million relating to prior year capital expenditure and \$5.42 million relating to current year capital expenditure). This variance was partly offset by lower costs relating to a delay in Spring Valley landfill works (\$2.82 million).
1.1.10	Depreciation	Depreciation expense was higher than the Original Budget due mainly to finalisation of the 2018-19 year end fixed asset balances which involved a number of revaluations and occurred after the adoption of the Original Budget.
1.1.11	Amortisation – right of use assets	This is a new line item in the Comprehensive Income Statement relating to the amortisation of leased (right of use) assets in accordance with the new Accounting Standard AASB 16 'Leases'. This was not included in the Original Budget.
1.1.12	Other expenses	<p>The unfavourable variance of \$4.30 million to the 2019-20 Original Budget is mainly due to:</p> <ul style="list-style-type: none"> <li>– \$4.05 million in asset write offs which are not budgeted for as they are difficult to predict and represent a non-cash accounting entry. The asset write offs mainly relate to the renewal and replacement of roads, buildings and footpaths.</li> <li>– \$988,000 in capital program expenditure relating to non-Council owned assets mainly for traffic signals installed as part of the Springvale Community Hub development (represents contribution expenditure).</li> </ul> <p>These unfavourable variances are partly offset by lower lease expenses as a result of the transfer of leases to the Balance Sheet in accordance with the new Accounting Standard AASB 16 'Leases' (\$583,000).</p>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

##### 1.2 Capital works

	Consolidated Actual 2020 \$'000	Council Actual 2020 \$'000	Council Budget 2020 \$'000	Council Variance 2020 \$'000 <i>Fav (Unfav)</i>	Ref
<b>Property</b>					
Land	3,523	3,523	–	(3,523)	1.2.1
<b>Total land</b>	<b>3,523</b>	<b>3,523</b>	<b>–</b>	<b>(3,523)</b>	
Buildings	28,886	28,886	33,850	4,964	1.2.2
Leasehold improvements	22	22	100	78	
<b>Total buildings</b>	<b>28,908</b>	<b>28,908</b>	<b>33,950</b>	<b>5,042</b>	
<b>Total property</b>	<b>32,431</b>	<b>32,431</b>	<b>33,950</b>	<b>1,519</b>	
<b>Plant and equipment</b>					
Plant, machinery and equipment	2,369	2,369	2,274	(95)	
Fixtures, fittings and furniture	174	147	100	(47)	
Computers and telecommunications	856	856	1,847	991	1.2.3
Library books	792	792	974	182	
<b>Total plant and equipment</b>	<b>4,191</b>	<b>4,164</b>	<b>5,195</b>	<b>1,031</b>	
<b>Infrastructure</b>					
Roads	8,330	8,330	8,660	330	
Bridges	113	113	20	(93)	
Footpaths and cycleways	1,637	1,637	1,750	113	
Drainage	2,470	2,470	1,985	(485)	
Recreational, leisure and community facilities	2,917	2,917	4,883	1,966	1.2.4
Parks, open space and streetscapes	5,646	5,646	10,825	5,179	1.2.5
Off street car parks	228	228	2,021	1,793	1.2.6
<b>Total infrastructure</b>	<b>21,341</b>	<b>21,341</b>	<b>30,144</b>	<b>8,803</b>	
<b>Sub-total capital works expenditure (Property, infrastructure, plant and equipment)</b>	<b>57,963</b>	<b>57,936</b>	<b>69,289</b>	<b>11,353</b>	
Intangibles	71	71	–	(71)	
<b>Total capital works expenditure (Property, infrastructure, plant &amp; equipment, Investment property &amp; Intangibles)</b>	<b>58,034</b>	<b>58,007</b>	<b>69,289</b>	<b>11,282</b>	
<b>Represented by:</b>					
New asset expenditure	22,693	22,666	21,777	(889)	
Asset renewal expenditure	29,187	29,187	29,793	606	
Asset upgrade expenditure	6,148	6,148	17,098	10,950	1.2.7
Asset expansion expenditure	6	6	621	615	
<b>Total capital works expenditure</b>	<b>58,034</b>	<b>58,007</b>	<b>69,289</b>	<b>11,282</b>	

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### 1.2 Capital works (continued)

#### Explanation of material variations

Ref	Item	Explanation
1.2.1	Land	Acquisitions of land were unfavourable by \$3.52 million due to four land acquisitions that were not known at the time of adopting the Original Budget. Two open space land acquisitions were purchased to increase open space in the municipality (funded from the Open Space Acquisitions reserve), one Development Contribution Plan (DCP) land acquisition in Taylors Road was a required purchase as part of the DCP (funded by DCP contribution income) and 12-14 Stuart Street, Dandenong was acquired for strategic purposes (funded from the Major Projects reserve).
1.2.2	Buildings	Capital expenditure on buildings was lower than the 2019-20 Original Budget by \$4.96 million due to a delay in the following projects: – Greater Dandenong Gallery of Art (\$4.95 million) and – Keysborough South Community Hub development (\$969,000). Partly offset by \$1.11 million unfavourable variance to the Original Budget for Springvale Community Hub (this project had a carry over from the prior financial year of \$4.20 million which is not included in the Original Budget).
1.2.3	Computers and telecommunications	The favourable variance of \$991,000 to the 2019-20 Original Budget is due mainly to a delay in the Asset Management System project (\$821,000). This is a multi-year project, the contract was awarded in June 2020 and this favourable variance will be carried over to 2020-21.
1.2.4	Recreational, leisure and community facilities	The favourable variance of \$1.97 million to the 2019-20 Original Budget is due mainly to a delay in the Ross Reserve All Abilities Playground project (\$2.00 million). The community consultation on this project took longer than anticipated. The project is currently out to tender with the view to appointing a suitably qualified contractor in August 2020 with on ground works planned in early September. This favourable variance will be carried over to 2020-21.
1.2.5	Parks, open space and streetscapes	Capital expenditure on parks, open space and streetscapes was \$5.18 million lower than the 2019-20 Original Budget due mainly to delays in the following projects (to be carried over to the 2020-21 financial year): – Springvale Road Boulevard (\$940,000) – Dandenong Park Master Plan Implementation (\$831,000) – Activity Centres Strategic Plan Implementation – Dandenong and Noble Park (\$826,000) – Frederick Wachter Reserve Master Plan Implementation (\$721,000) – Wal Turner Reserve Master Plan Implementation (\$494,000) – Sports Lighting Plan Implementation (\$596,000) – Ross Reserve Community Centre Car Park (\$500,000) – Ross Reserve Plaza, Oval and Path (\$442,000).
1.2.6	Off street car parks	Off street car parks experienced a favourable variance of \$1.79 million to the 2019-20 Original Budget due mainly to the Tatterson Park Car Park and Access Road (\$1.65 million). This project was delayed due to the project scope being amended to facilitate access requirements for the Keysborough South Community Hub. Tender prices were resubmitted based on the amended scope of work. Currently, works are in progress and completion is scheduled for October 2020. This favourable variance will be carried over to 2020-21.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



##### 1.2 Capital works (continued)

###### Explanation of material variations

Ref	Item	Explanation
1.2.7	Asset upgrade expenditure	Asset upgrade expenditure was \$10.95 million lower than anticipated in the Original Budget due to delays in the following projects which will be carried over to 2020-21: <ul style="list-style-type: none"><li>– Greater Dandenong Gallery of Art (\$4.95 million)</li><li>– Tatterson Park Master Plan Implementation (\$2.11 million)</li><li>– Springvale Road Boulevard (\$979,000)</li><li>– Dandenong Park Master Plan Implementation (\$792,000)</li><li>– Ross Reserve Community Centre Car Park (\$500,000)</li><li>– Asset Management System (\$410,000)</li><li>– Sports Lighting Plan Implementation (\$400,000).</li></ul>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### Note 2.1 Analysis of Council results by program

Council delivers its functions and activities through the following programs.

#### 2.1a Chief Executive Office

The Office of the Chief Executive has overall responsibility for the operations of the organisation, and carriage of the Strategic Risk Register. Each member of the executive management team reports to the CEO.

#### Corporate Services

The Corporate Services directorate is responsible for a broad range of organisational functions including financial planning, marketing and communications, governance, information and telecommunications, organisational development and corporate planning. The departments which make up this directorate include Financial Services, Information Technology, Governance, Customer Service and Civic Facilities, Media and Communications and People and Procurement.

#### Business, Engineering and Major Projects

From 1 December 2019, Greater Dandenong Business and Engineering Services merged. For the purposes of these financial statements, Greater Dandenong Business and Engineering Services are reported together.

##### *Greater Dandenong Business*

Greater Dandenong Business is responsible for Council's major activity centres, economic development, investment attraction and future growth. Attracting investment and showcasing business are key roles in establishing Greater Dandenong as a regional capital. The departments which make up Greater Dandenong Business include Economic Development, Activity Centres Revitalisation, Major Projects and South East Business Networks (SEBN).

##### *Engineering Services*

Engineering Services is primarily focused on roads and footpaths, transport, parks and gardens, waste services, recreational and sporting facilities and Council's capital works program. It includes the departments of City Improvement, Infrastructure Services and Planning and Transport and Civil Development.

#### City Planning Design and Amenity

The City Planning, Design and Amenity directorate is focused on the development of our built and natural environments and ensuring that Council's activities match the community's future needs for facilities, housing, and sustainability. It oversees the functions of Building and Compliance Services, Planning and Design, and Regulatory Services.

#### Community Services

Community Services provides direct services to the community across a wide range of programs such as sport and recreation, libraries, youth and families, children's services, festivals and events, support for older people and community advocacy. This directorate manages Community Care, Community Arts, Culture and Libraries, Community Wellbeing and Community Development, Sport and Recreation.

#### Non-attributable

The items that cannot be reliably attributable to a directorate. For example furniture, fixtures and fittings that cannot be identified by a location or work in progress that cannot be easily allocated across directorate.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

##### Note 2.1 Analysis of Council results by program

##### 2.1(b) Summary of revenues, expenses, grant income and assets by program

	Income \$'000	Expenses \$'000	Surplus/ (Deficit) \$'000	Grants included in income \$'000	Total assets \$'000
<b>2020</b>					
CEO Services	1	(713)	(712)	–	12
Corporate Services	142,045	(29,455)	112,590	11,869	298,626
Business Engineering & Major Projects	34,197	(93,856)	(59,659)	2,401	1,352,306
City Planning, Design & Amenity	18,205	(17,119)	1,086	480	73,316
Community Services	21,192	(54,582)	(33,390)	17,915	666,668
Non-attributable**	–	(3,654)	(3,654)	–	359
<b>Total for Council</b>	<b>215,640</b>	<b>(199,379)</b>	<b>16,261</b>	<b>32,665</b>	<b>2,391,287</b>
Dandenong Market Pty Ltd***	4,333	(4,116)	217	–	1,316
<b>Consolidated Total</b>	<b>219,973</b>	<b>(203,495)</b>	<b>16,478</b>	<b>32,665</b>	<b>2,392,603</b>
<b>2019</b>					
CEO Services	–	(679)	(679)	–	12
Corporate Services	141,591	(27,565)	114,026	12,246	306,167
Greater Dandenong Business*	688	(3,932)	(3,244)	265	125
Engineering Services	35,544	(83,545)	(48,001)	4,434	1,339,849
City Planning, Design & Amenity	19,348	(16,861)	2,487	441	78,437
Community Services	24,741	(55,982)	(31,241)	20,991	614,662
Non-attributable**	–	(1,965)	(1,965)	–	617
<b>Total for Council</b>	<b>221,912</b>	<b>(190,529)</b>	<b>31,383</b>	<b>38,377</b>	<b>2,339,869</b>
Dandenong Market Pty Ltd***	4,222	(4,326)	(104)	–	1,151
<b>Consolidated Total</b>	<b>226,134</b>	<b>(194,855)</b>	<b>31,279</b>	<b>38,377</b>	<b>2,341,020</b>

\*Greater Dandenong Business and Engineering Services merged from 1 December 2019.

\*\*Non-attributable represents income and expense items that are not specifically attributable to one of the directorates.

\*\*\*Dandenong Market Pty Ltd (DMPL) income, expense, grant and asset items are adjusted for consolidation adjustment between Council and DMPL – refer note 6.3

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT

### FOR THE YEAR ENDED 30 JUNE 2020

#### Note 3 Funding for the delivery of our services

##### 3.1 Rates and charges

Council uses the Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is the value of the land and all improvements on it, and is determined by independent valuers and certified by the Valuer General Victoria. The valuation base used to calculate general rates for 2019-20 was \$48.81 billion (\$48.37 billion in 2018-19).

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
Residential	56,630	54,657
Commercial	12,811	12,428
Industrial	52,547	49,219
Farm	421	434
Cultural and recreational	469	505
Waste management charge – residential	19,934	19,234
Supplementary rates and rates adjustment	1,292	2,291
Maintenance levy	1,549	1,497
COVID-19 Rate waivers (pensioners/jobseekers)*	(1,147)	–
Interest on rates and charges	496	678
<b>Total rates and charges</b>	<b>145,002</b>	<b>140,943</b>

The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2019 and the valuation is first applied to the rating period commencing 1 July 2019.

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

\*COVID-19 pandemic rate relief was provided to those residents receiving the new jobseeker allowance and pensioners. Impact of COVID-19 on rates and charges is presented in Note 11.

##### 3.2 Statutory fees and fines

Infringements and costs	3,986	4,730
Court recoveries	1,851	1,916
Building and town planning fees	1,877	2,162
Subdivision	115	144
Land information certificates	97	89
Election fines	18	13
Permits	202	417
<b>Total statutory fees and fines</b>	<b>8,146</b>	<b>9,471</b>

Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

Impact of COVID-19 on statutory fees and fines are presented in Note 11.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>3.3 User fees</b>		
Aged and health services	1,107	1,073
Child care/children's programs	902	999
Parking	2,506	3,360
Registration and other permits	1,497	1,789
Asset protection fees	359	364
Other fees and charges	578	614
<b>Total user fees</b>	<b>6,949</b>	<b>8,199</b>
<b>User fees by timing of revenue recognition</b>		
User fees recognised over time	216	381
User fees recognised at point in time	6,733	7,818
<b>Total user fees</b>	<b>6,949</b>	<b>8,199</b>
User fees are recognised as revenue at a point in time, or over time, when (or as) the performance obligation is satisfied. Recognition is based on the underlying contractual terms.		
Impact of COVID-19 on user fees are presented in Note 11.		
<b>3.4 Funding from other levels of government</b>		
Grants were received in respect of the following:		
<b>Summary of grants</b>		
Commonwealth funded grants	23,228	25,102
State funded grants	9,437	13,275
<b>Total grants received</b>	<b>32,665</b>	<b>38,377</b>
<b>a) Operating grants</b>		
<b>Recurrent – Commonwealth Government</b>		
Financial Assistance Grants (via Victoria Grants Commission)*	11,828	12,206
Family day care	4,651	4,193
Family & Children	335	330
General home care	5,476	7,287
Libraries	170	152
Maternal and child health	23	62
<b>Recurrent – State Government</b>		
Aged care	1,297	2,633
Maternal and child health	2,566	2,573
Family and children services	1,572	1,698
Libraries	1,089	1,032
Community development	18	107
School crossing supervisors	451	417
Other	41	22
Right @ Home	123	225
Community wellbeing	214	213
Community education	–	57
Emergency management	40	40
<b>Total recurrent operating grants</b>	<b>29,894</b>	<b>33,247</b>



4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

**ANNUAL FINANCIAL REPORT**  
FOR THE YEAR ENDED 30 JUNE 2020

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>(a) Operating grants (continued)</b>		
<b>Non-recurrent – Commonwealth Government</b>		
Community development	–	15
Community wellbeing	90	120
<b>Non-recurrent – State Government</b>		
Environmental planning	391	234
Family and children	130	61
Maternal and child health	78	71
Community development	266	430
Sports and recreation	14	–
Home and community care	18	–
Waste management	349	131
<b>Total non-recurrent operating grants</b>	<b>1,336</b>	<b>1,062</b>
<b>Total operating grants</b>	<b>31,230</b>	<b>34,309</b>
*Payments for Financial Assistance Grants received via the Victorian Grants Commission can vary year on year. Whilst 2018–19 and 2019–20 financial years reflect 100% of funding received – 50% of the fundings for both year relates to early distribution of the funding in June for the following year.		
<b>b) Capital grants</b>		
<b>Recurrent – Commonwealth Government</b>		
Roads to recovery	655	–
<b>Recurrent – State Government</b>		
Sports and recreation	–	47
<b>Total recurrent capital grants</b>	<b>655</b>	<b>47</b>
<b>Non-recurrent – Commonwealth Government</b>		
Sports and recreation – Tatterson Park	–	311
Community safety	–	9
Roads	–	417
<b>Non-recurrent – State Government</b>		
Roads	590	397
Libraries – Springvale Community Hub	–	257
Sports and recreation	190	2,630
<b>Total non-recurrent capital grants</b>	<b>780</b>	<b>4,021</b>
<b>Total capital grants</b>	<b>1,435</b>	<b>4,068</b>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



##### Unspent grants received on condition that they be spent in a specific manner

*The unspent grant income disclosed below relates to contracts that do not have sufficiently specific performance obligations or where the contract was a completed contract on transition to the new Accounting Standards. The income for these contracts are recognised when Council obtains control of the contribution, which is normally upon receipt. For details of grant funding relating to unsatisfied performance obligations and transfers to construct a recognisable non-financial asset to be controlled by Council, please refer to Note 5.3(c) for further details.*

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>Operating</b>		
Balance at start of the year	10,111	9,413
Received in prior years and spent during the financial year	(9,475)	(8,645)
Received during the financial year and remained unspent at balance date	9,608	9,343
Balance at end of the year*	10,244	10,111
<b>Capital</b>		
Balance at start of the year	1,663	1,276
Opening balance adjustment on transition to new Accounting Standards	(1,454)	–
Received in prior years and spent during the financial year	(144)	(1,276)
Received during the financial year and remained unspent at balance date	–	1,663
Balance at end of the year	65	1,663

\*The large balance of unspent operating grants in the 2020 and 2019 years relates to the early distribution by the Victoria Grants Commission of approximately 50% of the Financial Assistance Grants funding for the following financial year (2020: \$6.12 million and 2019: \$6.25 million).

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>3.5 Contributions</b>		
<b>Monetary</b>		
Community contributions (for capital works)	318	140
Other contributions	314	313
<b>Total non-developer contributions</b>	<b>632</b>	<b>453</b>
Open space contributions (for future capital works) (note 3.5(a))	2,866	2,793
Development infrastructure levies (for capital works completed) (note 3.5(b))	3,023	483
Community infrastructure levies (note 3.5(c))	–	1,540
<b>Total developer contributions</b>	<b>5,889</b>	<b>4,816</b>
<b>Total monetary contributions</b>	<b>6,521</b>	<b>5,269</b>
Non-monetary	8,043	7,735
<b>Total contributions</b>	<b>14,564</b>	<b>13,004</b>
<i>Contributions of non-monetary assets were received in relation to the following asset classes:</i>		
Land	5,047	4,506
Buildings	37	–
Infrastructure	2,959	3,229
<b>Total non-monetary contributions</b>	<b>8,043</b>	<b>7,735</b>

Monetary and non-monetary contributions are recognised as revenue when Council obtains control over the contributed asset.

*Additional notes:*

- (a) Public open space contributions received during the financial year are transferred to the Open Space Reserve. Refer note 9.1(b).
- (b) The increase is mainly due to \$2.57 million of developer infrastructure levies recognised in relation to Keysborough South Residential DCP. These funds have been transferred to reserves to part fund future construction of the Keysborough South Community Hub.
- (c) During the 2018–19 financial year there was a change in the interpretation assessment for Community Infrastructure Levies which were previously recognised in the balance sheet. This amount was subsequently transferred back to the Balance Sheet as unearned Development Contributions Plan (DCP) income on 1 July 2019 as part of the transition to the new Accounting Standard AASB 1058 'Income of Not-For-Profit Entities'. This is because the performance obligations relating to this income have not been completed at 1 July 2019 or 30 June 2020.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)



	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>3.6 Net gain (loss) on disposal of property, infrastructure, plant and equipment</b>		
<i>Net gain on sale of property, infrastructure, plant and equipment</i>		
Proceeds of sale	929	857
Less carrying amount of assets sold	(346)	(400)
<b>Total net gain (loss) on disposal of property, infrastructure, plant and equipment</b>	<b>583</b>	<b>457</b>
The profit or loss on sale of an asset is determined when control of the asset has passed to the buyer.		
<b>3.7 Other income</b>		
<b>Other income</b>		
Interest on investments	2,214	3,661
Interest – other	1	3
Dandenong Market revenue from operations	4,434	5,755
Property rental*	1,378	1,583
Other rent	1,202	1,363
Recoveries	2,222	2,044
Other	613	1,274
<b>Total other income</b>	<b>12,064</b>	<b>15,683</b>

Interest is recognised as it is earned.

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

\*Comparative figure for 2018–19 have been amended to reflect the correct classification of rent received from property and other sources.

Impact of COVID-19 on other income are presented in Note 11.

#### Note 4 The cost of delivering services

<b>4.1 a) Employee costs</b>		
Wages and salaries	61,906	59,230
WorkCover	1,739	1,547
Casual staff	1,028	788
Superannuation	5,877	5,650
Long service leave oncost	2,016	2,184
Fringe benefits tax	662	359
Other	6,417	5,998
<b>Total employee costs</b>	<b>79,645</b>	<b>75,756</b>

4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

**ANNUAL FINANCIAL REPORT**  
FOR THE YEAR ENDED 30 JUNE 2020

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>b) Superannuation</b>		
Council made contributions to the following funds:		
<b>Defined benefit fund</b>		
Employer contribution to Local Authorities Superannuation Fund (Vision Super)	365	397
	365	397
Employer contributions payable at reporting date	–	–
<b>Accumulation funds</b>		
Employer contribution to Local Authorities Superannuation Fund (Vision Super)	3,316	3,412
Employer contribution – other funds	2,174	1,852
	5,490	5,264
Employer contributions payable at reporting date (Dandenong Market Pty Ltd)	1	1
Refer note 9.3 for further information relating to Council's superannuation obligation.		
<b>4.2 Materials and services</b>		
Waste management service*	16,792	14,839
Cleaning services*	3,324	3,334
Park maintenance service*	6,008	6,227
Educator services	4,223	4,226
Leisure centre contract and maintenance	2,585	1,707
Building maintenance service	2,465	3,503
Security services*	1,765	1,267
Meals for delivery	485	496
Library resources	552	498
Property valuation services	207	194
Cash collection services	194	172
Other contract payments*	9,506	9,217
General maintenance	4,630	2,895
Works in progress (unable to be capitalised)	3,891	1,683
Utilities	4,135	4,450
Office administration	5,391	5,775
Information technology	2,972	2,433
Insurance	1,320	1,144
Consultants and professional services	7,450	6,070
<b>Total materials and services</b>	<b>77,895</b>	<b>70,130</b>

*\*In order to comply with the Local Government Model Financial Report (LGMFR) prior year comparatives have been amended to further breakdown contract payments by major services.*

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>4.3 Depreciation</b>		
Property	6,499	5,957
Plant and equipment	3,726	3,858
Infrastructure	21,034	19,249
<b>Total depreciation</b>	<b>31,259</b>	<b>29,064</b>
Refer to note 6.2 for a more detailed breakdown of depreciation charges.		
<b>4.4 Amortisation – intangible assets</b>		
Software	77	–
<b>Total Amortisation – intangible assets</b>	<b>77</b>	<b>–</b>
<b>4.5 Amortisation – right of use assets</b>		
Property	380	–
Vehicles	68	–
IT and office equipment	114	–
<b>Total Amortisation – right of use assets</b>	<b>562</b>	<b>–</b>
Refer to note 5.8 for a more detailed breakdown of amortisation charges on right of use assets.		
<b>4.6 Bad and doubtful debts</b>		
Parking fine debtors	698	(14)
Other debtors	602	(12)
<b>Total bad and doubtful debts</b>	<b>1,300</b>	<b>(26)</b>
<b>Movement in provisions for doubtful debts</b>		
Balance at the beginning of the year	1,683	2,643
Reversal of previously recognised provisions AASB 9 adjustment*	–	(1,114)
New provisions recognised during the year	1,300	1,042
Amounts already provided for and written off as uncollectible	(1,223)	(888)
Amounts provided for but recovered during the year	–	–
<b>Balance at end of year</b>	<b>1,760</b>	<b>1,683</b>
*The reversal of previously recognised provisions AASB 9 adjustment relates to changes to the Australian Accounting Standard AASB 9 Financial Instruments, provision for doubtful debts is recognised on an expected credit loss model. This model considers both historic and forward looking information in determining the level of impairment. First recognised in 2018–19.		
<b>4.7 Borrowing costs</b>		
Interest – borrowings	3,041	3,131
<b>Total borrowing costs</b>	<b>3,041</b>	<b>3,131</b>

Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council. Borrowing costs include interest on bank overdrafts and interest on borrowings.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>4.8 Finance costs – Leases</b>		
Interest – Lease liabilities	34	–
<b>Total finance costs – Leases</b>	<b>34</b>	<b>–</b>
<b>4.9 Other expenses</b>		
Auditors' remuneration – VAGO – audit of the financial statements, performance statement and grant acquittals	88	88
Auditors' remuneration – internal	161	147
Audit – other	4	1
Councillors' allowances	446	443
Council election	47	35
Operating lease / rentals	514	1,047
Assets written-off	4,053	3,167
Landfill provision	93	16
Commonwealth Home Care Support Program – return of unexpended grant funds	–	4,853
Developer reimbursement	–	1,269
Other expenses	641	783
Community grants and contributions	2,359	2,404
Contributions – non Council assets	893	1,640
<b>Total other expenses</b>	<b>9,299</b>	<b>15,893</b>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

##### Note 5 Our financial position

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>5.1 Financial assets</b>		
<b>(a) Cash and cash equivalents</b>		
Cash on hand	6,834	3,492
Cash at bank	10,873	8,818
Term deposits	138,060	151,297
<b>Total cash and cash equivalents</b>	<b>155,767</b>	<b>163,607</b>
<b>(b) Other financial assets</b>		
<b>Current</b>		
Term deposits	2,000	–
Total current other financial assets	2,000	–
<b>Non-current</b>		
<i>Financial assets held for sale</i>		
Unlisted shares – Regional Kitchen Pty Ltd – at fair value	–	230
Total non-current other financial assets	–	230
<b>Total other financial assets</b>	<b>2,000</b>	<b>230</b>
<i>Council's cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. These include:</i>		
– Trust funds and deposits (note 5.3(b))	9,023	36,211
Total restricted funds	9,023	36,211
Total unrestricted cash and cash equivalents	146,744	127,396
<b>Intended allocations*</b>		
Although not externally restricted the following amounts have been allocated for specific future purposes by Council:		
Employee provisions (note 5.5 (a))	19,898	18,039
Development Contribution Plans (DCP) unearned income (note 5.3 (c))	28,382	27,718
Statutory and other reserves (note 9.1(b))	67,336	82,514
Cash held to fund carried forward operational projects	10,660	10,286
Cash held to fund carried forward capital works (net)	19,638	16,190
Total funds subject to intended allocations	145,914	154,747

\*Users of the financial report should refer to note 9.1(b) for details of funds held in reserve and note 5.7 for details of existing Council commitments.

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts.

Other financial assets are valued at fair value, being market value, at balance date. Term deposits are measured at amortised cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>(c) Trade and other receivables</b>		
<b>Current</b>		
<i>Statutory receivables</i>		
Rates debtors	9,747	7,753
Infringement debtors	10,023	8,798
Provision for doubtful debts – infringements	(1,003)	(968)
Other statutory debtors	1,687	2,673
Provision for doubtful debts – other statutory debtors	(103)	(99)
Net GST receivable	2,124	2,296
<i>Non statutory receivables</i>		
Other debtors	3,219	3,092
Provision for doubtful debts – other debtors	(655)	(616)
<b>Total current trade and other receivables</b>	<b>25,039</b>	<b>22,929</b>
<b>Non-current</b>		
<i>Non statutory receivables</i>		
Narre Warren landfill – financial contribution	232	252
Other debtors – refundable deposit	73	73
<b>Total non-current trade and other receivables</b>	<b>305</b>	<b>325</b>
<b>Total trade and other receivables</b>	<b>25,344</b>	<b>23,254</b>
Short term receivables are carried at invoice amount. A provision for doubtful debts is recognised on an expected credit loss model per AASB 9 Financial Instruments. This model considers both historic and forward looking information in determining the level of impairment. Long term receivables are carried at amortised cost using the effective interest rate method.		
<b>i) Ageing of receivables</b>		
The ageing of the Council's trade and other receivables (excluding statutory receivables) that are not impaired was:		
Current (not yet due)	740	669
Past due by up to 30 days	511	524
Past due between 31 and 180 days	442	534
Past due between 181 and 365 days	167	157
Past due by more than 1 year	1,009	917
<b>Total trade and other receivables (excluding statutory receivables)</b>	<b>2,869</b>	<b>2,801</b>

#### ii) Ageing of individually impaired receivables

At balance date, trade and other receivables (excluding statutory receivables) representing financial assets with a nominal value of \$549,000 (2019 \$549,000) were impaired. The amount of the provision raised against these debtors was \$549,000 (2019 \$549,000). They have been individually impaired as a result of their doubtful collection. Many of the long outstanding past due amounts have been lodged with Council's debt collectors or are on payment arrangements.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>Ageing of all impaired trade and other receivables (excluding statutory receivables)</b>		
Current (not yet due)	22	16
Past due by up to 30 days	25	20
Past due between 31 and 180 days	48	21
Past due between 181 and 365 days	5	4
Past due by more than 1 year	555	555
<b>Total trade and other receivables (excluding statutory receivables)</b>	<b>655</b>	<b>616</b>
<b>5.2 Non-Financial assets</b>		
<b>a) Other assets</b>		
Prepayments	3,391	3,060
Accrued income	982	1,257
Other	188	156
<b>Total other assets</b>	<b>4,561</b>	<b>4,473</b>
<b>(b) Intangible assets</b>		
Software	124	—
<b>Total intangible assets</b>	<b>124</b>	<b>—</b>
	Consolidated Software \$'000	Consolidated Total \$'000
<b>Gross carrying amount</b>		
Balance at 1 July 2019	—	—
Transfers from plant and equipment	2,708	2,708
Additions from internal developments	—	—
Other additions	71	71
Balance at 30 June 2020	2,779	2,779
<b>Accumulated amortisation and impairment</b>		
Balance at 1 July 2019	—	—
Transfers from plant and equipment	(2,578)	(2,578)
Amortisation expense	(77)	(77)
Balance at 30 June 2020	(2,655)	(2,655)
Net book value at 30 June 2019	—	—
Net book value at 30 June 2020	124	124

Intangible assets with finite lives are amortised as an expense on a systematic basis over the asset's useful life (3 years for Computer Software). Amortisation is generally calculated on a straight line basis, at a rate that allocates the asset value, less any estimated residual value over its estimated useful life. Estimates of the remaining useful lives and amortisation method are reviewed at least annually, and adjustments made where appropriate.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>5.3 Payables</b>		
<b>(a) Trade and other payables</b>		
Trade payables	13,581	15,973
Accrued expenses	5,546	9,656
<b>Total trade and other payables</b>	<b>19,127</b>	<b>25,629</b>
<b>(b) Trust funds and deposits</b>		
<b>Current</b>		
Fire services property levy	1,474	738
Road deposits	2,429	2,609
Landscape deposits	803	836
Open space contributions	781	1,873
Development contribution plans (DCP)	–	26,635
Other refundable deposits	3,225	2,620
<b>Total current trust funds and deposits</b>	<b>8,712</b>	<b>35,311</b>
<b>Non-current</b>		
Other refundable deposits	311	900
<b>Total non-current trust funds and deposits</b>	<b>311</b>	<b>900</b>
<b>Total trust funds and deposits</b>	<b>9,023</b>	<b>36,211</b>

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in council gaining control of the funds, are to be recognised as revenue at the time of forfeit.

#### Purpose and nature of items

**Fire Services Property Levy** – Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the State Government in line with that process.

**Roads and landscape deposits** – are taken by Council as a form of surety during the maintenance period of a development or held due to outstanding works identified after the maintenance period which have not been addressed by the contracted builder or developer.

**Development contribution plans (DCP)** – amounts received from developers relating to the DCP were previously recorded as trust funds (2019), but on transition to the new Accounting Standard AASB 1058 'Income of Not-For-Profit Entities' on 1 July 2019 they were transferred to unearned income (transfers to construct a recognisable non-financial asset to be controlled by Council – see Note 5.3(c) below).

**Refundable deposits** – Deposits are taken by Council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities.

<b>(c) Unearned income</b>		
Unearned income – operating grants*	5,073	–
Unearned income – capital grants*	4,576	–
Unearned income – DCPs*	28,382	–
Other	2,309	1,111
<b>Total unearned income</b>	<b>40,340</b>	<b>1,111</b>

\*Movement reconciliations for 2020 provided on following page.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

(c) Unearned income (continued)

Revenue from contracts (AASB 15)

	Consolidated			
	2020 Opening balance adjustment on transition \$'000	2020 Income received during current year \$'000	2020 Income recognised due to satisfied obligations \$'000	2020 Closing balance of unsatisfied obligations \$'000
<b>Operating grants</b>				
Home and Community Care*	1,813	9,313	(6,371)	4,755
COVID-19 Community Support	–	143	(18)	125
Disability Access and Support	–	39	–	39
Families and Children	–	29	–	29
Parks and Open Space	–	82	–	82
Other	27	43	(27)	43
	<b>1,840</b>	<b>9,649</b>	<b>(6,416)</b>	<b>5,073</b>

Performance obligations under the above operating grants are based on the contract agreement and generally relate to the number of service hours or meals provided.

\*The most significant item above relates to Home and Community Care (HACC) grants from the Commonwealth Government for the Commonwealth Home Support Program (CHSP) and the Victorian Government for the HACC Program for Younger People (PYP). The \$4.75 million relates to unsatisfied performance obligations from 2018–19 and 2019–20. These funds were received under an agreement ending in 2019 which is currently in overholding.

Transfers to construct a recognisable non-financial asset to be controlled by Council (AASB 1058)

	Consolidated			
	2020 Opening balance adjustment on transition \$'000	2020 Income received during current year \$'000	2020 Income recognised due to satisfied obligations \$'000	2020 Closing balance of unsatisfied obligations \$'000
<b>Capital grants</b>				
Springvale Community Hub – Sport, recreation, play and landscape features*	462	–	–	462
Thomas Carroll Reserve – Pavilion^	200	125	–	325
Robert Booth Reserve – Lighting	90	10	(100)	–
Springvale Reserve – Cricket Nets	90	–	(90)	–
Ross Reserve – Playground, Plaza/Path and Oval^	1,220	1,525	–	2,745
Ross Reserve – Pavilion^	–	300	–	300
Police Paddocks – Grandstand^	–	180	–	180
Chapel Road – Intersection (Roads to Recovery)*	–	564	–	564
	<b>2,062</b>	<b>2,704</b>	<b>(190)</b>	<b>4,576</b>

Notes:

\*Obligations anticipated to be satisfied in 0–1 years

^Obligations anticipated to be satisfied in 1–2 years

Council's obligations under the above transfers are to construct a Property, Infrastructure, Plant and Equipment asset and this obligation is considered to be satisfied upon completion of construction of the asset.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### Transfers to construct a recognisable non-financial asset to be controlled by Council (AASB 1058) (continued)

	Consolidated			
	2020 Opening balance adjustment on transition \$'000	2020 Income received during current year \$'000	2020 Income recognised due to satisfied obligations \$'000	2020 Closing balance of unsatisfied obligations \$'000
<b>Development Contribution Plans (DCP)</b>	#		^	
Keysborough Residential DCP	21,661	997	(2,679)	19,979
Dandenong Industrial DCP (Keysborough & Lyndhurst)	6,057	5,189	(2,843)	8,403
	<b>27,718</b>	<b>6,186</b>	<b>(5,522)</b>	<b>28,382</b>

**Notes:**

# Includes an opening balance adjustment of \$1.08 million comprising Keysborough Residential DCP levy income of \$1.54 million recognised in a prior period but transferred to unearned income at 1 July 2019 on transition because of unsatisfied performance obligations, partly offset by the recognition of \$457,000 in interest income which did not have specific performance obligations.

^ Includes developer reimbursements of \$2.50 million

The satisfaction of DCP obligations depends on development activity and the construction of assets by developers.

### 5.4 Interest-bearing liabilities

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>Current</b>		
Borrowings – secured	3,255	8,634
<b>Non-current</b>		
Borrowings – secured	56,636	49,891
	<b>56,636</b>	<b>49,891</b>
<b>Total interest-bearing liabilities</b>	<b>59,891</b>	<b>58,525</b>
Borrowings are secured over the general rates of Council as per section 148 of the <i>Local Government Act 1989</i> .		
a) The maturity profile for Council's borrowings is:		
Not later than one year	3,255	8,634
Later than one year and not later than five years*	14,168	9,709
Later than five years *	42,468	40,182
	<b>59,891</b>	<b>58,525</b>

\*Comparative figure for maturity profile for interest-bearing liabilities has been reclassified to reflect the 10 year repayment options available on the \$10.0 million loan drawn down at 30 June 2019. This information was not available at the time of preparing the 2018-19 financial statements.

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in the net result over the period of the borrowing using the effective interest method.

The classification depends on the nature and purpose of the interest-bearing liabilities. The Council determines the classification of its interest bearing liabilities at initial recognition.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

##### 5.5 Provisions

	Consolidated		
	Employee \$ '000	Landfill restoration \$ '000	Total \$ '000
<b>2020</b>			
Balance at beginning of the financial year	18,039	911	18,950
Additional provisions	8,170	94	8,264
Amounts used	(6,572)	–	(6,572)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	261	–	261
Balance at the end of the financial year	19,898	1,005	20,903
<b>2019</b>			
Balance at beginning of the financial year	16,868	895	17,763
Additional provisions	8,002	16	8,018
Amounts used	(7,214)	–	(7,214)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	383	–	383
Balance at the end of the financial year	18,039	911	18,950

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>(a) Employee provisions</b>		
<i>Current provisions expected to be wholly settled within 12 months</i>		
Annual leave	6,796	5,935
Long service leave	875	869
Other	561	473
	8,232	7,277
<i>Current provisions expected to be wholly settled after 12 months</i>		
Annual leave	235	117
Long service leave	10,765	9,365
	11,000	9,482
<b>Total current employee provisions</b>	19,232	16,759
<b>Non-current</b>		
Long service leave	666	1,280
<b>Total non-current employee provisions</b>	666	1,280
<i>Aggregate carrying amount of employee provisions:</i>		
Current	19,232	16,759
Non-current	666	1,280
<b>Total aggregate carrying amount of employee provisions</b>	19,898	18,039

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### (a) Employee provisions (continued)

#### Wages, salaries and annual leave

Liabilities for wages and salaries, including non-monetary benefits, annual leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

#### Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits. LSL is measured at present value. Unconditional LSL is disclosed as a current liability. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability.

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
Key assumptions:		
– discount rate	0.53%	1.13%
– index rate	2.75%	3.00%
– settlement rate		
long service leave (years)	7	7
annual leave (days)	260	260
<b>(b) Landfill restoration</b>	<b>\$'000</b>	<b>\$'000</b>
Current	489	592
Non-current	516	319
	1,005	911

The former Springvalley landfill has been closed to the receipt of refuse since December 1998. The former landfill is located between Clarke Road and Springvale Road and the premises was used as a landfill for disposal of waste from 1993 to 1999 under a licence issued by the Environmental Protection Authority (EPA). The landfill is owned by the City of Greater Dandenong and is used as recreational open space. Under the terms of a licence agreement with the Environment Protection Authority (EPA) and Pollution Abatement notices, Council is required to monitor, progressively rehabilitate and conduct rectification works.

The provision for landfill rehabilitation has been calculated based on the present value of the expected cost of works to be undertaken including site aftercare and monitoring costs. The expected cost of works has been estimated based on current understanding of work required to progressively rehabilitate the sites to a suitable standard. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

The City of Greater Dandenong shares the commitment for rehabilitation and aftercare management of the landfill with other stakeholder Councils. Council's interest or share of the costs is 19.88%. In the financial report for 30 June 2020, Council has an amount of \$1.0 million (30 June 2019 \$911,000) as a provision for the restoration of the Springvalley Road landfill site which includes aftercare costs to meet EPA obligations.

Key assumptions:		
– discount rate	0.70%	1.23%
– index rate	2.00%	2.50%
– settlement rate	15 years	15 years

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

##### 5.5 Provisions (continued)

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>(c) Total provisions summary</b>		
Current	19,721	17,351
Non-current	1,182	1,182
<b>Total provisions</b>	<b>20,903</b>	<b>18,950</b>

##### 5.6 Financing arrangements

Interest-bearing liabilities – secured	59,891	58,525
Credit card facilities	200	200
Bank overdraft	2,500	2,500
<b>Total facilities</b>	<b>62,591</b>	<b>61,225</b>
Used facilities	59,917	58,571
<b>Unused facilities</b>	<b>2,674</b>	<b>2,654</b>

##### 5.7 Commitments

Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value by way of note and presented inclusive of the GST payable. All contract commitments are disclosed excluding schedule of rate contracts which vary from year to year depending on the volume of services required.

	Consolidated				
	Not later than 1 year \$'000	Later than 1 year and not later than 2 years \$'000	Later than 2 years and not later than 5 years \$'000	Later than 5 years \$'000	Total \$'000
<b>2020</b>					
<b>Operating</b>					
Building maintenance services	3,540	3,000	6,000	3,000	15,540
Cleaning services	2,063	1,500	–	–	3,563
Consultancies	82	8	–	–	90
Garbage collection	7,196	1,849	–	–	9,045
Hard waste collection	1,815	1,840	2,913	–	6,568
Leisure centres management services	3,169	–	–	–	3,169
Meals for delivery	510	–	–	–	510
Open space management	2,028	85	–	–	2,113
Other contracts	5,643	403	158	154	6,358
Parking management	364	114	–	–	478
Recycling	4,878	963	–	–	5,841
Works (roads and drains) services	487	32	–	–	519
Dandenong Market Pty Ltd commitments	1,751	249	–	–	2,000
<b>Total 2020 Operating</b>	<b>33,526</b>	<b>10,043</b>	<b>9,071</b>	<b>3,154</b>	<b>55,794</b>
<b>Capital</b>					
Buildings	4,544	–	–	–	4,544
Roads	3,709	–	–	–	3,709
Drainage	419	–	–	–	419
Parks, open space and streetscapes	3,890	–	–	–	3,890
<b>Total 2020 Capital</b>	<b>12,562</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>12,562</b>



4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

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5.7 Commitments (continued)

	Consolidated				
	Not later than 1 year \$'000	Later than 1 year and not later than 2 years \$'000	Later than 2 years and not later than 5 years \$'000	Later than 5 years \$'000	Total \$'000
<b>2019</b>					
<b>Operating</b>					
Building maintenance services	2,950	2,730	8,522	2,955	17,157
Cleaning services	2,138	1,732	185	–	4,055
Consultancies	123	38	–	–	161
Garbage collection	7,367	7,634	1,954	–	16,955
Hard waste collection	1,691	1,738	4,589	–	8,018
Leisure centres management services	2,913	2,983	–	–	5,896
Meals for delivery	550	–	–	–	550
Open space management	1,701	276	–	–	1,977
Other contracts	4,789	726	664	–	6,179
Parking management	231	145	–	–	376
Recycling	3,773	3,878	1,006	–	8,657
Works (roads and drains) services	553	32	–	–	585
Dandenong Market Pty Ltd commitments	1,711	1,752	249	–	3,712
<b>Total 2019 Operating</b>	<b>30,490</b>	<b>23,664</b>	<b>17,169</b>	<b>2,955</b>	<b>74,278</b>
<b>Capital</b>					
Buildings	21,488	5,339	–	–	26,827
Roads	5,286	–	–	–	5,286
Drainage	404	–	–	–	404
Parks, open space and streetscapes	850	–	–	–	850
<b>Total 2019 Capital</b>	<b>28,028</b>	<b>5,339</b>	<b>–</b>	<b>–</b>	<b>33,367</b>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

##### 5.8 Leases

###### Policy applicable before 1 July 2019

As a lessee, Council classifies leases as operating or finance leases based on its assessment of whether the lease transferred significantly all of the risks and rewards incidental to ownership of the underlying asset to Council.

Operating lease payments, including any contingent rentals, were recognised as an expense in the Comprehensive Income Statement on a straight-line basis over the lease term, except where another systematic basis is more representative of the time pattern of the benefits derived from the use of the leased asset. The leased asset was not recognised in the Balance Sheet.

All incentives for the agreement of a new or renewed operating lease were recognised as an integral part of the net consideration agreed for the use of the leased asset, irrespective of the incentive's nature or form or the timing of payments.

In the event that lease incentives were received to enter into operating leases, the aggregate cost of incentives were recognised as a reduction of rental expense over the lease term on a straight-line basis, unless another systematic basis was more representative of the time pattern in which economic benefits from the leased asset were consumed.

###### Policy applicable after 1 July 2019

Council has applied AASB 16 Leases using a modified retrospective approach with the cumulative effect of initial application recognised as an adjustment to the opening balance of accumulated surplus at 1 July 2019, with no restatement of comparative information. The Council applied the approach consistently to all leases in which it is a lessee.

On transition to AASB 16 Leases, Council elected to apply the practical expedient to 'grandfather' the assessment of which transactions are leases. Council has applied this practical expedient to all of its contracts and therefore applied AASB 16 Leases only to contracts that were previously identified as leases.

At inception of a contract, all entities would assess whether a contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. To identify whether a contract conveys the right to control the use of an identified asset, it is necessary to assess whether:

- The contract involves the use of an identified asset;
- The customer has the right to obtain substantially all of the economic benefits from use of the asset throughout the period of use; and
- The customer has the right to direct the use of the asset.

This policy is applied to contracts entered into, or changed, on or after 1 July 2019.

As a lessee, Council recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for:

- any lease payments made at or before the commencement date less any lease incentives received; plus
- any initial direct costs incurred; and
- an estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located.

The right-of-use asset is subsequently depreciated using the straight-line method from the commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The estimated useful lives of right-of-use assets are determined on the same basis as those of property, plant and equipment. In addition, the right-of-use asset is periodically reduced by impairment losses, if any, and adjusted for certain measurements of the lease liability.

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, an appropriate incremental borrowing rate. Generally, Council uses an appropriate incremental borrowing rate as the discount rate.

Lease payments included in the measurement of the lease liability comprise the following:

- Fixed payments
- Variable lease payments that depend on an index or a rate, initially measured using the index or rate as at the commencement date;
- Amounts expected to be payable under a residual value guarantee; and
- The exercise price under a purchase option that Council is reasonably certain to exercise, lease payments in an optional renewal period if Council is reasonably certain to exercise an extension option, and penalties for early termination of a lease unless Council is reasonably certain not to terminate early.

When the lease liability is remeasured in this way, a corresponding adjustment is made to the carrying amount of the right-of-use asset, or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero.

Council has elected to apply the temporary option available under AASB 16 Leases which allows not-for-profit entities to not measure right-of-use assets at initial recognition at fair value in respect of leases that have significantly below-market terms.

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5.8 Leases (continued)

Right-of-Use Assets	Consolidated			
	Property	Vehicles	IT and office equip	Total
	\$'000	\$'000	\$'000	\$'000
Balance at 1 July 2019	1,052	153	226	1,431
Additions	–	–	129	129
Amortisation charge	(380)	(68)	(114)	(562)
<b>Balance at 30 June 2020</b>	<b>672</b>	<b>85</b>	<b>241</b>	<b>998</b>

	Consolidated 2020 \$'000
<b>Lease Liabilities</b>	
Maturity analysis – contractual undiscounted cash flows	
Less than one year	593
One to five years	452
More than five years	–
<b>Total undiscounted lease liabilities as at 30 June:</b>	<b>1,045</b>
Lease liabilities included in the Balance Sheet at 30 June:	
Current	571
Non-current	442
<b>Total lease liabilities</b>	<b>1,013</b>
<b>Short-term and low value leases</b>	
Council has elected not to recognise right-of-use assets and lease liabilities for short-term leases that have a lease term of 12 months or less and leases of low-value assets (individual assets worth less than existing capitalisation thresholds for a like asset up to a maximum of \$10,000). This includes IT and office related equipment. Council recognises the lease payments associated with these leases as an expense on a straight-line basis over the lease term.	
<b>Expenses relating to:</b>	
Short-term leases	25
Leases of low value assets	489
<b>Total</b>	<b>514</b>
Variable lease payments (not included in measurement of lease liabilities)	–
<b>Non-cancellable lease commitments – Short-term and low-value leases</b>	
Commitments for minimum lease payments for short-term and low-value leases are payable as follows:	
Payable:	
Within one year	451
Later than one year but not later than five years	965
<b>Total lease commitments</b>	<b>1,416</b>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

##### 5.8 Leases (continued)

###### i. Leases classified as operating leases under AASB 117 Leases

At transition, lease liabilities were measured at the present value of the remaining lease payments, discounted at Council's incremental borrowing rate as at 1 July 2019. Right-of-use assets are measured at an amount equal to the lease liability, adjusted by the amount of any prepaid or accrued lease payments. Council applied this approach to all applicable leases.

Council used the following practical expedients when applying AASB 16 Leases to leases previously classified as operating leases under AASB 117 Leases.

- Applied a single discount rate to a portfolio of leases with similar characteristics.
- Adjusted the right-of-use assets by the amount of AASB 137 Provisions, Contingent Liabilities and Contingent Assets onerous contract provision immediately before the date of initial application, as an alternative to an impairment review.
- Applied the exemption not to recognise right-of-use assets and liabilities for leases with less than 12 months of lease term.
- Used hindsight when determining the lease term if the contract contains options to extend or terminate the lease.

###### ii. Leases previously classified as finance leases

For leases that were classified as finance leases under AASB 117 Leases, the carrying amount of the right-of-use asset and the lease liability at 1 July 2019 are determined at the carrying amount of the lease asset and lease liability under AASB 117 Leases immediately before that date.

Council is not required to make any adjustments on transition to AASB 16 Leases for leases in which it acts as a lessor, except for a sub-lease. Council accounted for its leases in accordance with AASB 16 Leases from the date of initial application.

##### Impact on financial statements

On transition to AASB 16 Leases, Council recognised an additional \$1.41 million of right-of-use assets and \$1.41 million of lease liabilities, recognising the difference in retained earnings.

When measuring lease liabilities, Council discounted lease payments using its incremental borrowing rate at 1 July 2019. The weighted-average rate applied is 2.89%.

	Consolidated 2019 \$'000
Operating lease commitment at 30 June 2019 as disclosed in Council's financial statements	2,079
Adjustment to information technology leased assets incorrectly stated at 30 June 2019	226
Other minor adjustments	(79)
Discounted using the incremental borrowing rate at 1 July 2019	(58)
Finance lease liability recognised as at 30 June 2019	-
- Recognition exemption for:	
short-term leases	(31)
leases of low-value assets	(1,013)
Extension and termination options reasonably certain to be exercised	307
- Residual value guarantees	-
<b>Lease liabilities recognised as at 1 July 2019</b>	<b>1,431</b>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### Note 6 Assets we manage

#### Note content:

- 6.1 Non-current assets classified as held for sale
- 6.2 Property, infrastructure, plant and equipment
  - (a) Summary of Property, Infrastructure, Plant and Equipment
  - (b) Summary of Work in Progress (WIP)
  - (c) Details of Property Category
  - (d) Details of Plant and Equipment Category
  - (e) Details of Infrastructure Category
  - (f) Recognition
  - (g) Depreciation
  - (h) Revaluation
  - (i) Valuation of Property
  - (j) Valuation of Infrastructure
  - (k) Reconciliation of Specialised Land
- 8.4\* Fair value measurement

\*This note includes additional details about the fair value hierarchy and impairment of assets.

#### 6.1 Non-current assets classified as held for sale

Non-current assets classified as held for sale – current	1,000	–
<b>Total non-current assets classified as held for sale</b>	<b>1,000</b>	<b>–</b>

Non-current assets classified as held for sale are measured at the lower of its carrying amount and fair value less costs of disposal, and are not subject to depreciation. Non-current assets and related liabilities are treated as current and classified as held for sale if their carrying amount will be recovered through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the asset's sale is expected to be completed within 12 months from the date of classification. At 30 June 2020, there was one car park land asset classified as held for sale which is due to settle by 24 December 2020.

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## Note 6.2 Property, infrastructure, plant and equipment

(a) SUMMARY OF PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT  
(net carrying amount)

	At fair value/cost 30 June 2019	Acquisitions (Sint Cap Writs)	Contributions (Note 3.5)	Revaluation (Note 9.1(a))	Depreciation (Note 4.3)	Impairment (loss) / reversal (Note 9.1(a))	Disposals (Note 3.6)	Write Offs (Note 4.2 & 4.9)	Transfers	Consolidated At fair value/cost 30 June 2020
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Land	1,127,985	3,342	5,047	18,788	—	—	—	(43)	(370)	1,154,749
Buildings	255,239	20,680	37	10,364	(6,499)	(743)	—	(1,755)	13,983	291,316
Plant and equipment	11,994	7,317	—	—	(3,726)	—	(346)	(10)	326	15,555
Infrastructure	708,963	9,933	2,959	—	(21,034)	—	—	(2,245)	10,683	709,259
Work in progress (WIP)	32,448	16,691	—	—	—	—	—	(3,891)	(25,132)	20,116
	<b>2,136,629</b>	<b>57,963</b>	<b>8,043</b>	<b>29,152</b>	<b>(31,259)</b>	<b>(743)</b>	<b>(346)</b>	<b>(7,944)</b>	<b>(500)</b>	<b>2,190,995</b>

\*The transfers balance of \$500,000 represents the net transfer from Property, Infrastructure, Plant and Equipment to Non-Current Assets Classified as Held for Sale (\$1 million – Note 6.1), the opening balance transfer to Intangibles (\$130,000 – Note 5.2(b)) and a transfer from Investment Property to Property, Infrastructure, Plant and Equipment for a land asset no longer classified as Investment Property (\$630,000 – Note 6.4).

## (b) SUMMARY OF WORK IN PROGRESS

	Opening WIP 30 June 2019	Additions	Transfers	Write Offs	Closing WIP 30 June 2020
	\$'000	\$'000	\$'000	\$'000	\$'000
Property	17,980	5,066	(15,196)	(1,421)	6,429
Plant and equipment	160	32	(135)	(25)	32
Infrastructure	14,308	11,593	(9,801)	(2,445)	13,655
Total	<b>32,448</b>	<b>16,691</b>	<b>(25,132)</b>	<b>(3,891)</b>	<b>20,116</b>

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT

### FOR THE YEAR ENDED 30 JUNE 2020

(c) PROPERTY	Consolidated						
	Land – specialised \$'000	Land – non-specialised \$'000	Total land \$'000	Buildings – specialised \$'000	Leasehold improvements \$'000	Total buildings \$'000	Work in progress \$'000
<b>Opening balance at 1 July 2019</b>							
At cost	44,605	–	44,605	–	3,461	3,461	17,980
At fair value	909,216	174,164	1,083,380	397,522	–	397,522	–
Accumulated depreciation	–	–	–	(144,435)	(1,309)	(145,744)	–
	<b>953,821</b>	<b>174,164</b>	<b>1,127,985</b>	<b>253,087</b>	<b>2,152</b>	<b>255,239</b>	<b>17,980</b>
							<b>1,401,204</b>
<b>Movements in fair value/cost</b>							
Additions at cost	29	–	29	–	3	3	5,066
Additions at fair value	809	2,504	3,313	21,004	–	21,004	–
Contributed assets at cost	1,300	–	1,300	–	–	–	–
Contributed assets at fair value	3,747	–	3,747	43	–	43	–
Revaluation increments (decrements)	20,941	(2,153)	18,788	34,611	–	34,611	–
Fair value/cost of assets disposed	–	–	–	–	–	–	–
Fair value/cost of assets written off	(43)	–	(43)	(5,126)	–	(5,126)	(1,421)
Transfers in (out)	(3,030)	2,660	(370)	13,993	–	13,993	(15,196)
	<b>23,753</b>	<b>3,011</b>	<b>26,764</b>	<b>64,525</b>	<b>3</b>	<b>64,528</b>	<b>(11,551)</b>
							<b>79,741</b>
<b>Movements in accumulated depreciation</b>							
Depreciation	–	–	–	(6,308)	(191)	(6,499)	–
Accumulated depreciation of contributed assets	–	–	–	(6)	–	(6)	–
Accumulated depreciation of acquisitions	–	–	–	(327)	–	(327)	–
Accumulated depreciation of write offs	–	–	–	3,371	–	3,371	–
Impairment loss/(reversal) in revaluation reserve	–	–	–	(743)	–	(743)	–
Revaluation (increments) decrements	–	–	–	(24,247)	–	(24,247)	–
Transfers (in) out	–	–	–	–	–	–	–
	<b>–</b>	<b>–</b>	<b>–</b>	<b>(28,260)</b>	<b>(191)</b>	<b>(28,451)</b>	<b>–</b>
							<b>(28,451)</b>
<b>Closing balance at 30 June 2020</b>							
At cost	45,934	–	45,934	–	3,464	3,464	6,429
At fair value	931,640	177,175	1,108,815	462,047	–	462,047	–
Accumulated depreciation	–	–	–	(172,695)	(1,500)	(174,195)	–
	<b>977,574</b>	<b>177,175</b>	<b>1,154,749</b>	<b>289,352</b>	<b>1,964</b>	<b>291,316</b>	<b>6,429</b>
							<b>1,452,494</b>

\*Refer to note 6.2 (k) for a reconciliation of specialised land.

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

(d) PLANT AND EQUIPMENT	Consolidated					
	Plant, machinery and equipment \$'000	Fixtures, fittings and furniture \$'000	Computers and telecomm's \$'000	Library books \$'000	Work in progress \$'000	TOTAL PLANT AND EQUIPMENT \$'000
<b>Opening balance at 1 July 2019</b>						
At cost	15,645	7,267	7,252	7,935	160	38,259
Accumulated depreciation	(8,608)	(6,269)	(6,178)	(5,050)	-	(26,105)
	<b>7,037</b>	<b>998</b>	<b>1,074</b>	<b>2,885</b>	<b>160</b>	<b>12,154</b>
<b>Movements in cost</b>						
Acquisition of assets at cost	2,403	1,199	2,923	792	32	7,349
Cost of assets disposed	(2,511)	-	-	-	-	(2,511)
Cost of assets written off	(4)	-	(14)	(23)	(25)	(66)
Transfers in (out)	30	50	(2,332)	-	(135)	(2,387)
	<b>(82)</b>	<b>1,249</b>	<b>577</b>	<b>769</b>	<b>(128)</b>	<b>2,385</b>
<b>Movements in accumulated depreciation</b>						
Depreciation	(1,902)	(439)	(399)	(986)	-	(3,726)
Accumulated depreciation of disposals	2,165	-	-	-	-	2,165
Accumulated depreciation of write offs	1	-	14	16	-	31
Transfers (in) out	-	-	2,578	-	-	2,578
	<b>264</b>	<b>(439)</b>	<b>2,193</b>	<b>(970)</b>	<b>-</b>	<b>1,048</b>
<b>Closing balance at 30 June 2020</b>						
At cost	15,563	8,516	7,829	8,704	32	40,644
Accumulated depreciation	(8,344)	(6,708)	(3,985)	(6,020)	-	(25,057)
	<b>7,219</b>	<b>1,808</b>	<b>3,844</b>	<b>2,684</b>	<b>32</b>	<b>15,587</b>



4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

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(e) INFRASTRUCTURE	Consolidated									
	Roads	Bridges	Footpaths and cycleways	Drainage	Recreational, leisure and community facilities	Parks, open space and streetscapes	Off street car parks	Work in progress	TOTAL INFRA-STRUCTURE	GRAND TOTAL PROPERTY, PLANT & EQUIP. INFRAS.
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Opening balance at 1 July 2019</b>										
At cost	-	-	-	-	40,117	45,496	-	14,308	99,921	204,226
At fair value	501,708	64,768	86,817	423,358	-	-	17,550	-	1,094,201	2,575,103
Accumulated depreciation	(219,487)	(18,210)	(28,233)	(152,873)	(19,820)	(27,123)	(5,305)	-	(470,851)	(642,700)
	<b>282,221</b>	<b>46,558</b>	<b>58,584</b>	<b>270,485</b>	<b>20,497</b>	<b>18,373</b>	<b>12,245</b>	<b>14,308</b>	<b>723,271</b>	<b>2,136,629</b>
<b>Movements in fair value/cost</b>										
Acquisition of assets at cost	-	-	-	-	941	1,283	-	11,593	13,817	26,264
Acquisition of assets at fair value	4,024	-	2,353	985	-	-	347	-	7,709	32,026
Contributed assets at cost	-	-	-	-	192	-	-	-	192	1,492
Contributed assets at fair value	1,589	-	669	664	-	-	160	-	3,082	6,872
Revaluation increments (decrements)	-	-	-	-	-	-	-	-	-	53,399
Fair value/cost of assets disposed	-	-	-	-	-	-	-	-	-	(2,511)
Fair value/cost of assets written off	(2,585)	-	(1,190)	(307)	(836)	(441)	(90)	(2,445)	(7,994)	(14,650)
Transfers in (out)	1,390	45	1,511	2,389	1,036	3,105	1,207	(9,801)	882	(3,078)
	<b>4,418</b>	<b>45</b>	<b>3,343</b>	<b>3,731</b>	<b>1,233</b>	<b>3,947</b>	<b>1,624</b>	<b>(653)</b>	<b>17,688</b>	<b>99,814</b>
<b>Movements in accumulated depreciation</b>										
Depreciation	(9,901)	(833)	(2,264)	(4,220)	(1,884)	(1,637)	(295)	-	(21,034)	(31,259)
Accumulated depreciation of contributed assets	(209)	-	(74)	(1)	-	-	(31)	-	(315)	(321)
Accumulated depreciation of acquisitions	-	-	-	-	-	-	-	-	-	(327)
Accumulated depreciation of disposals	-	-	-	-	-	-	-	-	-	2,165
Accumulated depreciation of write offs	1,485	-	427	128	935	287	32	-	3,304	6,706
Revaluation (increments) decrements	-	-	-	-	-	-	-	-	-	(24,247)
Impairment loss/(reversal) in revaluation reserve	-	-	-	-	-	-	-	-	-	(743)
Impairment loss/(reversal) in operating result	-	-	-	-	-	-	-	-	-	-
Transfers (in) out	(33)	-	-	-	(7)	32	8	-	-	2,578
	<b>(8,658)</b>	<b>(833)</b>	<b>(1,911)</b>	<b>(4,093)</b>	<b>(956)</b>	<b>(1,308)</b>	<b>(286)</b>	<b>-</b>	<b>(18,045)</b>	<b>(45,448)</b>
<b>Closing balance at 30 June 2020</b>										
At cost	-	-	-	-	41,350	49,443	-	13,655	104,448	200,919
At fair value	506,126	64,813	90,160	427,089	-	-	19,174	-	1,107,362	2,678,224
Accumulated depreciation	(228,145)	(19,043)	(30,144)	(156,966)	(20,576)	(28,431)	(5,591)	-	(488,896)	(688,148)
	<b>277,981</b>	<b>45,770</b>	<b>60,016</b>	<b>270,123</b>	<b>20,774</b>	<b>21,012</b>	<b>13,563</b>	<b>13,655</b>	<b>722,914</b>	<b>2,190,995</b>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

##### 6.2 Property, infrastructure, plant and equipment (continued)

###### (f) Recognition

###### *Acquisition*

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits detailed in note 6.2 have been applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

###### *Recognition thresholds*

Council has set a threshold limit for all classes of assets (refer section (g) of this note), which means that all assets with a value equal or greater than this threshold are recognised in these financial statements.

###### *Land under roads*

In accordance with options available under Australian Accounting Standards, Council has opted to recognise all land under roads acquired after 30 June 2008 using the cost basis. Council does not recognise land under roads that it controlled prior to that period in its financial report.

###### *Repairs and maintenance*

Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold, the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

###### *Leasehold improvements*

Leasehold improvements are recognised at cost and are amortised over the unexpired period of the lease or the estimated useful life of the improvement, whichever is the shorter. At balance date, leasehold improvements are amortised over a 5 to 21 year period.

###### (g) Depreciation

All asset classes except land, land under roads and art works, having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are depreciated on the basis that they are assessed as having a limited useful life.

Straight line depreciation is charged based on the residual useful life as determined each year.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### (g) Depreciation (continued)

Depreciation periods used are listed below and are consistent with the prior year unless marked with an \*.

	Depreciation period (years)	Threshold limit \$'000
<i>Property</i>		
<i>Land</i>		
Land	N/A	–
Land under roads	N/A	–
<i>Buildings</i>		
Buildings	50–100	5
Leasehold improvements	Lease term	–
<i>Plant and equipment</i>		
<i>Plant and equipment</i>		
Heavy plant and equipment	7	3
Buses, quads and trailers	10	3
Light plant and equipment, passenger and light commercial vehicles	5	3
<i>Fixtures, fittings and furniture</i>		
Fixtures, fittings, furniture and equipment	6	3
Musical instruments	20	3
Art works	N/A	3
<i>Computers and telecommunications</i>		
Hand held devices / mobile phones	3	3
Hardware and equipment	5	3
Library books	5	–
<i>Infrastructure</i>		
<i>Roads</i>		
Seal	12–20	20
Substructure	100	20
Kerb and channel	15–80	5
Existing local area traffic management (LATM) devices	5–30	5
New local area traffic management (LATM) devices	5–30	–
On-street car parks	20–100	5
Bridges	20–100	5
Footpaths and cycleways	10–50	–
<i>Drainage</i>		
New pipes and pits	100	–
Existing pipes and pits	100	5
Gross pollutant traps	50	5
<i>Recreational, leisure and community facilities</i>		
Recreational equipment and facilities, minor outdoor electronic screens, signs and scoreboards. Sportsgrounds, grass (turf), courts, hardstand, other ground surfaces. Minor structures (sporting, shade structures and retaining walls), irrigation, sportsfield drainage, controllers, sensors, water tanks/pumps.	10–20	3
Major outdoor LED screens	5	3
Playgrounds	15	3
Outdoor pools	50	3

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## (g) Depreciation (continued)

	Depreciation period (years)	Threshold limit \$'000
Parks, open space and streetscapes		
Open space furniture, fencing, bollards and gates.	10-50	3
Flood prevention – retarding/detention basins	20	3
Surface drainage – unformed open drains, water quality devices – wetlands, rain gardens and bioretention swales.	10	3
Surface drainage – formed open drains. Public art.	50	3
Signs, parking meters, ticket machines and equipment.	10-20	3
Lighting, landscaping, passive grass/surface and gardens.	10-20	3
Off street car parks	20-100	5

## (h) Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than land under roads, leasehold improvements, recreational, leisure and community facilities, parks, open space and streetscapes and plant and equipment are measured at their fair value, being the amount for which the assets could be exchanged between knowledgeable willing parties in an arm's length transaction. Subsequent to the initial recognition of assets, non-current physical assets (other than the asset classes detailed directly above) are measured at their fair value, being the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. At reporting date each year, Council reviews the carrying value of the individual classes of assets to ensure that each asset class materially approximates its fair value. Where the carrying value materially differs from the fair value, the class of assets is revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use on an asset result in changes to the permissible or practical highest and best use of the asset. Further details of the fair value hierarchy are included in Note 8.4 and are explained below for each asset class.

In addition, Council undertakes a formal revaluation of land, buildings and infrastructure assets on a regular basis ranging from two to five years. The valuation is performed either by appropriately experienced Council officers or independent experts.

Where assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense, in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

**Specialised land** is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restrictions of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 15% and 85%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently, land values range between \$13 and \$2,700 per square metre.

Consolidated 2020 \$'000	Consolidated 2019 \$'000
977,574	909,216

Note – Specialised land valued at fair value disclosed here, excludes land under roads which are valued at cost.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### (h) Revaluation (continued)

**Specialised buildings** are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs are calculated on a square metre basis and range from \$320 to \$55,000 per square metre. The remaining useful lives of specialised buildings are determined on the basis of the current condition of buildings and vary from 1 year to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

**Infrastructure assets** are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 1 year to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

*Note – Infrastructure assets at fair value disclosed here, excludes 'Recreational, leisure and community facilities', 'Parks, open space and streetscapes' and 'Work in progress' which are valued at cost.*

Consolidated 2020 \$'000	Consolidated 2019 \$'000
289,352	253,087
667,473	670,093

### (i) Valuation of Property

#### Valuation of land and buildings

The last formal valuation of land and buildings at 1 January 2020 was undertaken by qualified independent valuers, Proval (Vic) Pty Ltd. The valuation of land and buildings is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the Comprehensive Income Statement. The 1 January 2020 revaluation of land resulted in an increment of \$18.79 million (1.7% increase on the opening balance of land at fair value).

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the Comprehensive Income Statement.

Any significant movements in the unobservable inputs for land will have a significant impact on the fair value of these assets.

Details of the written down value of Council's land and buildings and information about the fair value hierarchy\*\* as at 30 June 2020 are as follows:

	Level 1	Non-specialised Level 2	Specialised Level 3	Date of last valuation
Land*	–	177,175	931,640	1-Jan-20
Buildings*	–	–	289,352	1-Jan-20
Total written down value	–	177,175	1,220,992	

\*Land at fair value excludes land under roads which are valued at cost and buildings at fair value excludes leasehold improvements which are valued at cost.

\*\*Additional details about the fair value hierarchy can be found in Note 8.4.

## ORDINARY COUNCIL MEETING - AGENDA

## 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

**6.2 Property, infrastructure, plant and equipment (continued)****(i) Valuation of Property (continued)**

Proval (Vic) Pty Ltd undertook a review of 'Annual Material Change' in the fair value of the land and building asset classes in the City of Greater Dandenong portfolio for the period 1 January 2020 to 30 June 2020. No material change was identified based on data available. The state of the property market within the review period is at present most influenced by the recent COVID-19 pandemic and resulting declaration of State of Emergency. Market conditions are changing daily at present. The full extent of the effect of these conditions upon the property market and broader economic environment is unclear at best. Initial falls in auction and inspection attendance rates prior to the State of Emergency, the evolution and ensuing shift to online auctions only, and recent return of on-site auctions, albeit limited in attendance numbers, have at varying times all conspired to result in a period of limited transaction volumes from which to base a meaningful and thorough analysis process. For the period of the annual material change review, we consider that there is a market uncertainty resulting in significant valuation uncertainty.

**Land under roads**

Land under roads is valued at cost based on Council valuation for acquisitions after 30 June 2008. Deemed cost valuations have been undertaken using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the Comprehensive Income Statement. The acquisitions for the year include new assets from subdivision activity.

**(j) Valuation of Infrastructure**

Valuation of infrastructure assets at fair value (except 'Parks, open space and streetscapes' and 'Recreational, leisure and community facilities' which are valued at cost, and bridges which are independently valued) has been determined in accordance with a Council valuation. No infrastructure asset classes were revalued at 30 June 2020 as roads, footpaths and cycleways, drainage and off-street car parks were revalued in the prior financial year. The fair value of infrastructure is valued using the depreciated replacement cost method. This cost represents the replacement cost of the asset after applying depreciation rates on a useful life basis. Where condition data was available for assets, remaining useful life was revised based on condition. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 1 year to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

The valuation of bridges at 31 March 2017 was undertaken by qualified independent valuers, Sterling Group and WT Partnership. The methodology used depreciated replacement costs to quantify fair value and remaining useful life was revised based on condition.

Details of the written down value of Council's infrastructure and information about the fair value hierarchy as at 30 June 2020 are as follows:

	<i>Non-specialised</i>		<i>Specialised</i>	<u>Date of last</u>
	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>valuation</u>
Roads	–	–	277,981	Jun-19
Bridges	–	–	45,770	Mar-17
Footpaths and cycleways	–	–	60,016	Jun-19
Drainage	–	–	270,123	Jun-19
Off street car parks	–	–	13,583	Jun-19
<b>Total written down value</b>	–	–	667,473	

Infrastructure assets valued at fair value are subject to an annual review of replacement rates. This review uses several inputs which are mainly sourced from the February 2020 update of the Rawlinsons Australian Construction Handbook. At balance date, no adjustment has been made to the fair value valuation due to the market that the assets are transacted in is being impacted by the uncertainty that the COVID-19 outbreak has caused. These assets are specialised assets classified at level three under AASB 13. This means that the fair value valuations are based on techniques for which the lowest level input that is significant to the fair value measurement is unobservable. The COVID-19 impacts on these asset valuations are particularly difficult to assess as there is generally no observable market for these assets. As at the date of valuation we consider that there is a market uncertainty resulting in significant valuation uncertainty.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>(k) Reconciliation of specialised land at fair value*</b>		
Parks and reserves	625,803	604,882
Floodway	10,700	9,528
Public use	18,750	21,637
Industrial	51,709	46,813
Other	224,678	226,356
<b>Total specialised land</b>	<b>931,640</b>	<b>909,216</b>

\*Excludes land under roads which represents specialised land valued at cost.

#### Note 6.3 Investments in associates, joint arrangements and subsidiaries

##### Committees of management

All entities controlled by Council that have material revenues, expenses, assets or liabilities, such as committees of management, have been included in this financial report. Any transactions between these entities and Council have been eliminated in full.

At balance date there were no committees of management that was controlled by the Council.

##### Principles of consolidation

Subsidiaries are all entities over which Council has control. Council controls an entity when it is exposed to, or has rights to, variable returns from its involvement with the entity and has the ability to affect those returns through its power to direct the activities of the entity. Subsidiaries are fully consolidated from the date on which control is transferred to the Council. They are deconsolidated from the date that control ceases.

Where dissimilar accounting policies are adopted by entities and their effect is considered material, adjustments are made to ensure consistent policies are adopted in these financial statements.

In the process of preparing consolidated financial statements all material transactions and balances between consolidated entities are eliminated.

Entities consolidated into Council include:

– Dandenong Market Pty Ltd

##### Reconciliation of Council, The Dandenong Market Pty Ltd (DMPL) and consolidated accounts

Dandenong Market Pty Ltd manages the Dandenong Market on the terms set out in a management service agreement dated 30 November 2012 between Dandenong Market Pty Ltd and City of Greater Dandenong. The management service agreement runs concurrently with the Lease Agreement (50 years) and provides for annual agreement extensions at Council's discretion. An extension has been exercised by Council up to 30 June 2021. The following Comprehensive Income Statement, Balance Sheet and Statement of Cash Flows has been provided to show the individual financial positions of the Council and The Dandenong Market Pty Ltd and consolidated accounts for the 2019–20 financial year. These financial statements should be read in conjunction with the accompanying notes in the financial report.

In response to the COVID-19 pandemic, Council has waived the requirement for DMPL to pay a return to Council in both the 2019–20 and 2020–21 financial years. This has allowed DMPL to provide support to Market traders in the form of short-term relief ensuring the long-term viability of the Market. Council has also agreed to allow the DMPL to hold on to any surplus funds in 2019–20 which will be added to DMPL's retained earnings.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

Comprehensive Income Statement  
For the year ended 30 June 2020  
Consolidated

	Council 2020 \$'000	DMPL 2020 \$'000	Consolidation Adjustment 2020 \$'000	Consolidated Accounts 2020 \$'000
<b>Income</b>				
Rates and charges	145,103	–	(101)	145,002
Statutory fees and fines	8,146	–	–	8,146
User fees	6,949	–	–	6,949
Grants – operating	31,230	–	–	31,230
Grants – capital	1,435	–	–	1,435
Contributions – monetary	6,521	–	–	6,521
Contributions – non-monetary	8,043	–	–	8,043
Net gain on disposal of property, infrastructure, plant and equipment	583	–	–	583
Other income	7,630	4,682	(248)	12,064
<b>Total income</b>	<b>215,640</b>	<b>4,682</b>	<b>(349)</b>	<b>219,973</b>
<b>Expenses</b>				
Employee costs	(78,717)	(978)	50	(79,645)
Materials and services	(74,722)	(3,292)	119	(77,895)
Bad and doubtful debts	(1,290)	(10)	–	(1,300)
Depreciation	(31,241)	(18)	–	(31,259)
Amortisation – intangible assets	(77)	–	–	(77)
Amortisation – right of use assets	(562)	–	–	(562)
Borrowing costs	(3,041)	–	–	(3,041)
Finance costs – leases	(34)	–	–	(34)
Fair value adjustments for investment property	(383)	–	–	(383)
Other expenses	(9,312)	(167)	180	(9,299)
<b>Total expenses</b>	<b>(199,379)</b>	<b>(4,465)</b>	<b>349</b>	<b>(203,495)</b>
<b>Net surplus for the year</b>	<b>16,261</b>	<b>217</b>	<b>–</b>	<b>16,478</b>
<b>Other comprehensive income</b>				
<b>Items that will not be reclassified to surplus or deficit in future periods</b>				
Net asset revaluation increment	29,152	–	–	29,152
Impairment (loss) reversal in revaluation of previous revaluation	(743)	–	–	(743)
<b>Total comprehensive result</b>	<b>44,670</b>	<b>217</b>	<b>–</b>	<b>44,887</b>



4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

**ANNUAL FINANCIAL REPORT**  
FOR THE YEAR ENDED 30 JUNE 2020

Balance Sheet  
As at 30 June 2020  
Consolidated

	Council 2020 \$'000	DMPL 2020 \$'000	Consolidation Adjustment 2020 \$'000	Consolidated Accounts 2020 \$'000
<b>Assets</b>				
<b>Current assets</b>				
Cash and cash equivalents	154,563	1,204	–	155,767
Trade and other receivables	24,974	65	–	25,039
Other financial assets	2,000	–	–	2,000
Non-current assets classified as held for sale	1,000	–	–	2,000
Other assets	4,537	27	(3)	4,561
<b>Total current assets</b>	<b>187,074</b>	<b>1,296</b>	<b>(3)</b>	<b>188,367</b>
<b>Non-current assets</b>				
Trade and other receivables	305	–	–	305
Property, infrastructure, plant and equipment	2,190,972	23	–	2,190,995
Investment property	11,814	–	–	11,814
Right of use assets	998	–	–	998
Intangible assets	124	–	–	124
<b>Total non-current assets</b>	<b>2,204,213</b>	<b>23</b>	<b>–</b>	<b>2,204,236</b>
<b>Total assets</b>	<b>2,391,287</b>	<b>1,319</b>	<b>(3)</b>	<b>2,392,603</b>
<b>Liabilities</b>				
<b>Current liabilities</b>				
Trade and other payables	18,800	330	(3)	19,127
Trust funds and deposits	8,425	287	–	8,712
Unearned income	40,340	–	–	40,340
Provisions	19,659	62	–	19,721
Interest-bearing liabilities	3,255	–	–	3,255
Lease liabilities	571	–	–	571
<b>Total current liabilities</b>	<b>91,050</b>	<b>679</b>	<b>(3)</b>	<b>91,726</b>
<b>Non-current liabilities</b>				
Trust funds and deposits	311	–	–	311
Provisions	1,110	72	–	1,182
Interest-bearing liabilities	56,636	–	–	56,636
Interest-bearing liabilities	442	–	–	442
<b>Total non-current liabilities</b>	<b>58,499</b>	<b>72</b>	<b>–</b>	<b>58,571</b>
<b>Total liabilities</b>	<b>149,549</b>	<b>751</b>	<b>(3)</b>	<b>150,297</b>
<b>Net assets</b>	<b>2,241,738</b>	<b>568</b>	<b>–</b>	<b>2,242,306</b>
<b>Equity</b>				
Accumulated surplus	904,579	568	–	905,147
Reserves	1,337,159	–	–	1,337,159
<b>Total equity</b>	<b>2,241,738</b>	<b>568</b>	<b>–</b>	<b>2,242,306</b>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

Statement of Cash Flows  
For the year ended 30 June 2020  
Consolidated

	Council 2020 \$'000	DMPL 2020 \$'000	Consolidation Adjustment 2020 \$'000	Consolidated Accounts 2020 \$'000
<b>Cash flows from operating activities</b>				
Rates and charges	144,333	–	(101)	144,232
Statutory fees and fines	6,047	–	–	6,047
User fees	6,687	–	–	6,687
Grants – operating	34,749	–	–	34,749
Grants – capital	4,116	–	–	4,116
Contributions – monetary	7,451	–	–	7,451
Interest received	2,286	1	–	2,287
Trust funds and deposits taken	27,546	114	–	27,660
Other receipts	5,808	5,198	(290)	10,716
Net GST refund	12,325	(132)	–	12,193
Employee costs	(78,224)	(954)	43	(79,135)
Materials and services	(85,440)	(3,730)	168	(89,002)
Short-term, low value and variable lease payments	(536)	(25)	–	(561)
Trust funds and deposits repaid	(27,052)	(69)	–	(27,121)
Other payments	(5,104)	(142)	180	(5,066)
<b>Net cash provided by operating activities</b>	<b>54,992</b>	<b>261</b>	<b>–</b>	<b>55,253</b>
<b>Cash flows from investing activities</b>				
Payments for property, infrastructure, plant and equipment	(59,699)	(27)	–	(59,726)
Proceeds from sale of property, infrastructure, plant and equipment	929	–	–	929
Payments for investments	(2,000)	–	–	(2,000)
<b>Net cash used in investing activities</b>	<b>(60,770)</b>	<b>(27)</b>	<b>–</b>	<b>(60,797)</b>
<b>Cash flows from financing activities</b>				
Finance costs	(3,080)	–	–	(3,080)
Proceeds from borrowings	10,000	–	–	10,000
Repayment of borrowings	(8,634)	–	–	(8,634)
Interest paid – lease liability	(35)	–	–	(35)
Repayment of lease liabilities	(547)	–	–	(547)
<b>Net cash used in financing activities</b>	<b>(2,296)</b>	<b>–</b>	<b>–</b>	<b>(2,296)</b>
Net decrease in cash and cash equivalents	(8,074)	234	–	(7,840)
Cash and cash equivalents at the beginning of the financial year	162,637	970	–	163,607
<b>Cash and cash equivalents at the end of the financial year</b>	<b>154,563</b>	<b>1,204</b>	<b>–</b>	<b>155,767</b>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>6.4 Investment property</b>		
Balance at beginning of financial year	12,827	11,330
Additions	–	2,404
Transfers to property, infrastructure, plant and equipment	(630)	–
Fair value adjustments	(383)	(907)
Balance at end of financial year	11,814	12,827

#### *Valuation of investment property*

Valuation of investment property has been determined in accordance with an independent valuation by Proval (Vic) Pty Ltd who have recent experience in the location and category of the property being valued. The valuation is at fair value, based on the current market value for the property.

Investment property, comprising retail complexes, are held to generate long-term rental yields. Investment property is measured initially at cost, including transaction costs. Costs incurred subsequent to initial acquisition are capitalised when it is probable that future economic benefit in excess of the originally assessed performance of the asset will flow to the Council. Subsequent to initial recognition at cost, investment property is carried at fair value, determined annually by independent valuers. Changes to fair value are recorded in the Comprehensive Income Statement in the period that they arise. Investment property are not subject to depreciation. Rental income from the leasing of investment properties is recognised in the Comprehensive Income Statement on a straight line basis over the lease term.

During 2019–20, one investment property was no longer held for rental purposes, so was transferred to property, infrastructure, plant and equipment.

Proval (Vic) Pty Ltd undertook a review of 'Annual Material Change' in the valuation of investment property in the City of Greater Dandenong portfolio for the period 1 January 2020 to 30 June 2020. No material change was identified based on data available. The state of the property market within the review period is at present most influenced by the recent COVID-19 pandemic and resulting declaration of State of Emergency. Market conditions are changing daily at present. The full extent of the effect of these conditions upon the property market and broader economic environment is unclear at best. Initial falls in auction and inspection attendance rates prior to the State of Emergency, the evolution and ensuing shift to online auctions only, and recent return of on-site auctions, albeit limited in attendance numbers, have at varying times all conspired to result in a period of limited transaction volumes from which to base a meaningful and thorough analysis process. For the period of the annual material change review, we consider that there is a market uncertainty resulting in significant valuation uncertainty.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

##### Note 7 People and relationships

##### 7.1 Council and key management remuneration

##### (a) Related parties

###### Parent entity

City of Greater Dandenong

###### Subsidiaries

Dandenong Market Pty Ltd – detailed in note 6.3

##### (b) Key Management Personnels

Details of persons holding the position of Councillors or other members of key management personnel at any time during the year are:

	2020 No.	2019 No.
<b>Councillors</b>		
<b>From 12 November 2019 to Current</b>		
Councillor Peter Brown		
<b>From 1 July 2019 to Current</b>		
Councillor Roz Blades AM (Mayor 15 November 2018 – 12 October 2019)		
Councillor Youhorn Chea (Mayor 14 October 2019 – 13 November 2019)		
Councillor Jim Memeti (Mayor 14 November 2019 – Current)		
Councillor Matthew Kirwan		
Councillor Angela Long		
Councillor Sean O'Reilly		
Councillor Maria Sampey		
Councillor Loi Truong		
Councillor Tim Dark		
Councillor Zaynoun Melhem		
Councillor Sophie Tan		
<b>Total number of Councillors</b>	<b>12</b>	<b>12</b>
<b>Other Key Management Personnel</b>		
Mick Jaensch – Director Corporate Services		
Jody Bosman – Director City Planning, Design and Amenity		
Martin Fidler – Director Community Services		
Paul Kearsley – Director Business, Engineering and Major Projects		
Julie Reid – Director Engineering Services (1 July 2019 - 23 August 2019)		
	<b>5</b>	<b>5</b>
<b>Chief Executive Officer</b>		
John Bennie PSM	1	1
<b>Total key management personnel</b>	<b>18</b>	<b>18</b>
<b>Dandenong Market Board Members</b>		
Ms Julie Busch – Director (1 July 2019 – 31 May 2020)	1	1
Mr Franz Madlener – Director	1	1
Mr Tom Mollenkopf – Director	1	1
Mr Tim Cockayne – Director (1 July 2019 – 15 October 2019) and (22 June 2020 – Current)	1	1
Ms Donna McMaster – Director	1	1
Executives	2	1
<b>Total number of Dandenong Market Board Members</b>	<b>7</b>	<b>6</b>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### (c) Remuneration of Key Management Personnel

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
Total remuneration of key management personnel was as follows:		
Short-term benefits*	2,504	2,518
Long-term benefits	46	57
Post employment benefit	142	160
Termination benefits	6	–
	<b>2,698</b>	<b>2,735</b>

\*"Total remuneration" comprises base salary, superannuation, annual leave entitlements, long service leave entitlements, allowances and fringe benefits tax paid by Council.

	2020 No.	2019 No.
The numbers of key management personnel, whose total remuneration from Council and any related entities fall within the following bands:		
\$1 – \$9,999	1	–
\$10,000 – \$19,999	–	2
\$20,000 – \$29,999	4	4
\$30,000 – \$39,999	10	9
\$40,000 – \$49,999	1	–
\$50,000 – \$59,999	1	–
\$60,000 – \$69,999	–	1
\$80,000 – \$89,999	–	1
\$100,000 – \$109,999	1	–
\$140,000 – \$149,999	1	–
\$230,000 – \$239,999	1	1
\$280,000 – \$289,999	1	3
\$290,000 – \$299,999	–	1
\$300,000 – \$309,999	1	–
\$310,000 – \$319,999	2	1
\$430,000 – \$439,999	–	1
\$440,000 – \$449,999	1	–
<b>Total</b>	<b>25</b>	<b>24</b>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

##### (d) Senior Officers remuneration

A Senior Officer is an officer of Council, other than Key Management Personnel, who:

- a) has management responsibilities and reports directly to the Chief Executive; or
- b) whose total annual remuneration exceeds \$151,000.

The number of Senior Officers are shown below in their relevant income bands:

Income range:

	2020 No.	2019 No.
< \$150,999	–	5
\$151,000 – \$159,999**	11	10
\$160,000 – \$169,999**	6	5
\$170,000 – \$179,999**	9	4
\$180,000 – \$189,999	–	2
\$190,000 – \$199,999**	6	4
\$200,000 – \$209,999**	3	4
\$210,000 – \$219,999	1	2
\$220,000 – \$229,999	1	1
\$240,000 – \$249,999	1	–
	38	37
Total remuneration for the reporting year for Senior Officers included above, amounted to:*	\$'000 6,743	\$'000 6,439

\*"Total remuneration" comprises base salary, superannuation, annual leave entitlements, long service leave entitlements, allowances and fringe benefits tax paid by Council.

\*\*Comparative figures have been amended to include the accrued annual leave entitlements for the year in calculating the "Total remuneration". This amendment has resulted in an increase of \$8,000 in "Total remuneration" and also change in income bands for senior officers.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### 7.2 Related party disclosure

#### (a) Transactions with related parties

(i) During 2019–20 Council entered into the following transactions with related party Dandenong Market Pty Ltd (DMPL).

	2020 Excl GST \$'000	2019 Excl GST \$'000
<b>Received from DMPL</b>		
Rent received	–	1,447
Other reimbursements	14	–
Refund of gift vouchers not redeemed by the Council	–	11
<b>Total received</b>	<b>14</b>	<b>1,458</b>
<b>Paid to DMPL</b>		
Contributions for festival/events	170	82
Payment for Gift vouchers	54	48
Payment for other items	29	13
<b>Total paid</b>	<b>253</b>	<b>143</b>

Councillor Memeti has a financial interest in a stall at Dandenong Market. The financial arrangements are at arms length based on commercial terms. A number of related parties have minority shareholdings in public companies, which have dealings with the Council from time to time.

(ii) During the financial year ended 30 June 2020, John Bennie CEO was a non-executive board member of the following organisations to which Council has paid the following amounts:

MAV Insurance (which operates under the umbrella of Municipal Association of Victoria) a value of \$2.19 million (2018–19 \$2.15 million), the transaction was for the provision of Workcare self-insurance scheme.

Community Chef \$484,000 (2018–19 \$517,000) agreement for delivery of meals.

Chisholm institute \$440 (2018–19 \$26,000) for the provision of external training courses.

#### (b) Outstanding balances with related parties

The following transaction was outstanding at 30 June

Refund of gift vouchers not redeemed by the Council	–	11
Other reimbursements	3	–
	<b>3</b>	<b>11</b>

#### (c) Loans to/from related parties

No loans were made, guaranteed or secured by the Council to related parties during 2019–20 (2018–19 \$nil).

#### (d) Commitments to/from related parties

Under the Management Services Agreement with Dandenong Market Pty Ltd (DMPL) an extension has been exercised up to 30 June 2021.

A commitment for rent of the Market premises is as follows*	–	1,447
	<b>–</b>	<b>1,447</b>

\*In response to the COVID-19 pandemic, Council has waived the requirement for DMPL to pay a return to Council in both the 2019–20 and 2020–21 financial years. This has allowed the provision of support to Market traders in the form of rent relief.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

##### Note 8 Managing uncertainties

##### 8.1 Contingent assets and liabilities

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed by way of a note and, if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

##### (a) Contingent assets

	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>Operating lease receivables</b>		
The Council has entered into commercial property leases on selected properties. These properties are held under operating leases and have remaining non-cancellable lease terms of between 1 and 50 years.		
Future minimum rentals receivable under non-cancellable operating leases are as follows:		
Not later than one year	1,938	1,724
Later than one year and not later than five years	2,238	2,702
Later than five years	234	274
	<b>4,410</b>	<b>4,700</b>

##### Developer contributions

Greater Dandenong acquires infrastructure assets, such as local roads, footpaths, kerb and channel and drains etc, from developers, as subdivisional contributions. The amount and value of assets acquired depends on the size of the development and the level of growth within the municipality. Developers construct infrastructure assets which are vested with Council when Council issues a Statement of Compliance. These assets are brought to account as revenue (Contributions – Non Monetary Assets) and capitalised. At reporting date, developers had commenced construction of assets that will eventually be transferred to the Council subject to Council issuing a Statement of Compliance. Council cannot reliably measure the value of the assets involved prior to completion and the timing of recognition.

##### (b) Contingent liabilities

##### Superannuation

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined below. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists. At this point in time it is not known if additional contributions will be required, their timing or potential amount.

##### Future superannuation contributions

In addition to the disclosed contributions, Council has paid unfunded liability payments to Vision Super totalling Nil during 2019–20 year (Nil for 2018–19). At 30 June 2020 the outstanding contribution of \$1,000 relates to Dandenong Market Pty Ltd (\$1,000 as at 30 June 2019) and there were no loans issued from or to the above schemes.

The expected contributions to be paid to the defined benefit category of Vision Super for the year ending 30 June 2021 are \$375,000 (\$409,120 as at 30 June 2019).

##### Development Contribution Plans (DCP)

Council has three sites that are subject to formal development contribution plans, two are in Keysborough and one in Lyndhurst. All three sites are covered by a DCP.

A DCP provides the framework for the provision and funding of infrastructure to facilitate the set development area and the purpose of a DCP is to provide a "fair distribution of costs for works and services, including roads, traffic management and community facilities to all the proper servicing in the area".

New development in each of the areas is required to meet its share of the total cost of delivering the required infrastructure works – as measured by its projected share of usage – through development contributions collected under the DCP's. The balance of works not covered by development contributions has been agreed to be funded by Council. The total value of these works is estimated to be around \$14.4 million.



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### Landfills

The City of Greater Dandenong may be liable for the consequences of disposing refuse at a number of legacy landfill sites. A legacy site refers to a landfill that has been decommissioned and is no longer receiving waste. At balance date Council is unable to assess whether there are any financial implications.

### Legal actions

Council is presently involved in a number of confidential legal matters, which are being conducted through Council's solicitors. The estimated potential financial effect of these matters may be up to \$1.46 million (\$1.56 million as at 30 June 2019).

### MAV Workcare

Council is a participant of the MAV WorkCare Scheme. The MAV WorkCare scheme provides workers compensation insurance. The MAV WorkCare Scheme states that each participant will remain liable to make further contributions to the scheme in respect of any insurance year in which it was a participant to the extent of its participant's share of any shortfall in the provision set aside in respect of that insurance year, and such liability will continue whether or not the participant remains a participant in future insurance years.

With investments having not delivered the requisite returns, the Scheme's ratio of assets to liabilities has dropped to around 86%, representing an overall dollar deficit, as at 31 March 2020, of \$12 million. As a result (and in keeping with the Scheme Rules), the deficit position has prompted the need for additional contributions from members to help progressively rectify the financial shortfall.

Under year one of the plan, the total Capital Recovery Contribution amount to be paid by the Scheme is \$2.4 million, which will be proportionately allocated to members based on each member's allocated/calculated share of the 2020-21 premium pool. Council was informed formally of our share based on 8.51633% (\$204,392) of the Scheme's overall 2020-21 premium pool on 5 June 2020. Council has accounted for the \$204,392 in the Comprehensive Income Statement in employee costs (refer to note 4.1) and in the Balance Sheet in current liabilities (refer to note 5.3).

### (c) Guarantees for loans to other entities

Financial guarantee contracts are not recognised as a liability in the Balance Sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that right will be exercised. Details of guarantees that Council has provided, that are not recognised in the Balance Sheet are disclosed below.

The amount disclosed for financial guarantee in this note is the nominal amount of the underlying loan that is guaranteed by the Council, not the fair value of the financial guarantee.

As at 30 June 2020, Council's maximum potential exposure is as follows:

Entities	Amount outstanding 30 June 2020 \$'000	Amount outstanding 30 June 2019 \$'000	Year loan commenced
Keysborough Bowls Club Inc.	96	110	18 May 2015
<b>Total Guarantees for loans to other entities</b>	<b>96</b>	<b>110</b>	

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

##### Note 8.2 Change in accounting standards

The following new Australian Accounting Standards have been issued are not mandatory for the 30 June 2020 reporting period. Council has assessed these pending standards and has identified the following potential impacts will flow from the application of these standards in future reporting periods.

Pronouncement	<b>AASB 1059 Service Concession Arrangements: Grantors</b>
<b>Background</b>	<p>AASB 1059 addresses the accounting for a service concession arrangement by a grantor that is a public sector entity by prescribing the accounting for the arrangement from the grantor's perspective. It requires the grantor to:</p> <ul style="list-style-type: none"> <li>– recognise a service concession asset constructed, developed or acquired from a third party by the operator, including an upgrade to an existing asset of the grantor, when the grantor controls the asset;</li> <li>– reclassify an existing asset (including recognising previously unrecognised identifiable intangible assets and land under roads) as a service concession asset when it meets the criteria for recognition as a service concession asset;</li> <li>– initially measure a service concession asset constructed, developed or acquired by the operator or reclassified by the grantor at current replacement cost in accordance with the cost approach to fair value in AASB 13 Fair Value Measurement. Subsequent to the initial recognition or reclassification of the asset, the service concession asset is accounted for in accordance with AASB 116 Property, Plant and Equipment or AASB 138 Intangible Assets, as appropriate, except as specified AASB 1059,</li> <li>– recognise a corresponding liability measured initially at the fair value (current replacement cost) of the service concession asset, adjusted for any other consideration between the grantor and the operator; and</li> <li>– disclose sufficient information to enable users of financial statements to understand the nature, amount, timing and uncertainty of assets, liabilities, revenue and cash flows arising from service concession arrangements.</li> </ul>
<b>Impact/action</b>	Based on the Council's current assessment, there is expected to be no impact on the transactions and balances recognised in the financial statements as the Council is not a grantor in a service concession arrangement.
<b>Effective date</b>	Periods beginning on or after 1 January 2020.
Pronouncement	<b>AASB 2018-7 Amendments to Australian Accounting Standards – Definition of Material</b>
<b>Background</b>	The Standard principally amends AASB 101 <i>Presentation of Financial Statements</i> and AASB 108 <i>Accounting Policies, Changes in Accounting Estimates and Errors</i> . The amendments refine the definition of material in AASB 101. The amendments clarify the definition of material and its application by improving the wording and aligning the definition across AASB Standards and other publications.
<b>Impact/action</b>	The impacts on the local government sector are expected to be minimal.
<b>Effective date</b>	Applies to 2020-21 financial year
Pronouncement	<b>AASB 2019-1 Amendments to Australian Accounting Standards – References to the Conceptual Framework</b>
<b>Background</b>	This Standard sets out amendments to Australian Accounting Standards, Interpretations and other pronouncements to reflect the issuance of the Conceptual Framework for Financial Reporting (Conceptual Framework) by the AASB.
<b>Impact/action</b>	The impacts on the local government sector are expected to be minimal.
<b>Effective date</b>	Applies to 2020-21 financial year

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### Rounding

Unless otherwise stated, amounts in the financial report have been rounded to the nearest thousand dollars. Figures in the financial statements may not equate due to rounding.

### 8.3 Financial instruments

#### (a) Objectives and policies

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in notes of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

#### (b) Market risk

Market risk is the risk that the fair value or future cash flows of our financial instruments will fluctuate because of changes in market prices. The Council's exposures to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

#### Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Interest rate risk arises primarily from long term loans and borrowings at fixed rates which exposes us to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act 1989*. We manage interest rate risk by adopting an investment policy that ensures:

- diversification of investment product
- monitoring of return on investment
- benchmarking of returns and comparison with budget

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

#### (c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause us to make a financial loss. We have exposure to credit risk on some financial assets included in the Balance Sheet. Particularly significant area of credit risk exists in relation to outstanding fees and fines as well as loans and receivables from sporting clubs and associations. To help manage this risk:

- we have a policy for establishing credit limits for the entities we deal with
- we may require collateral where appropriate and
- we only invest surplus funds with financial institutions which have a recognised credit rating specified in our investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the Council's financial assets is minimal. Rates debtors are secured by a charge over the rateable property. Council has assessed that 10% of parking infringement debts owing to Council are unlikely to be collected and has raised a provision for doubtful debts over those debts based on an assessment of collectability. The collection of long overdue parking infringement debts is managed by Fines Victoria.

Refer to note 5.1 for financial assets which are determined to be impaired.

Council may also be subject to credit risk for transactions which are not included in the Balance Sheet, such as when Council provides a guarantee for another party. Details of Council's contingent liabilities are disclosed in note 8.1.

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the Balance Sheet and notes to the financial statements. Council does not hold any collateral (in respect to non-rate debtors).

#### (d) Liquidity risk

Liquidity risk includes the risk that, as a result of our operational liquidity requirements we will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- has a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained
- has readily accessible standby facilities and other funding arrangements in place
- has a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments
- monitors budget to actual performance on a regular basis and

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

##### (d) Liquidity risk (*continued*)

- sets limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed in the face of the Balance Sheet and the amounts related to financial guarantees disclosed in note 8.1, and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at note 5.4.

Unless otherwise stated, the carrying amount of financial instruments reflect their fair value.

##### (e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of +1% and -1% in market interest rates (AUD) from year-end rates of 0.73%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

#### 8.4 Fair value measurement

##### *Fair value hierarchy*

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy. Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 'Fair value measurement', aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based

on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 – Quoted (unadjusted) market prices in active markets for identical assets or liabilities.

Level 2 – Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable.

Level 3 – Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

##### *Impairment of assets*

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the Comprehensive Income Statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

At balance date, two building assets were impaired to the extent of having one year of remaining useful life as they have been nominated for demolition in the 2020-21 Building Disposal program. The impairment of these assets has been recognised in the Asset Revaluation Reserve as these assets are valued at fair value. Refer to note 9.1 for further details.

#### 8.5 Events occurring after balance date

The Victorian Government announced a 'State of Disaster' on the 2 August 2020 and 'Stage 4' restrictions were applied to Metro Melbourne, which includes the City of Greater Dandenong.

The introduction of Stage 4 restrictions however has had further implications for Council services and facilities beyond those already affected by the previous Stage 3 restrictions. Several of Council services have now been or continued to be closed including Council's libraries, leisure centres, community centres and The Drum Theatre. Essential services including kerbside waste collection, services for older and vulnerable residents and our critical Maternal and Child Health visits continued to be provided.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

At this stage, it is not possible to estimate what affect this will have on the Council's financial performance during 2020-21. Council will continue to monitor the impacts during 2020-21 and will actively manage its budgets to ensure the financial outcomes to Council remain in alignment with Council budgets.

### 8.6 Adjustments directly to equity

Other than the transitional impacts of the new Accounting Standards (refer Note 10), there were no adjustments to opening equity balances in the 2019-20 financial year.

Note 9 Other matters

### 9.1 Reserves

	Balance at beginning of reporting period \$'000	Increment (decrement) \$'000	Reversal of previous valuations for assets disposed \$'000	Impairment loss (credited against previous increments)/ reversal \$'000	Balance at end of reporting period \$'000
<b>(a) Asset revaluation reserves</b>					
<b>2020</b>					
<b>Property</b>					
Land	797,514	10,364	(18)	–	807,860
Buildings	24,772	18,788	(375)	(743)	42,442
	822,286	29,152	(393)	(743)	850,302
<b>Infrastructure</b>					
Roads	196,658	–	–	–	196,658
Bridges	20,324	–	–	–	20,324
Footpaths and cycleways	15,289	–	–	–	15,289
Drainage	183,446	–	–	–	183,446
Off street car parks	3,804	–	–	–	3,804
	419,521	–	–	–	419,521
<b>Total asset revaluation reserves</b>	<b>1,241,807</b>	<b>29,152</b>	<b>(393)</b>	<b>(743)</b>	<b>1,269,823</b>
<b>2019</b>					
<b>Property</b>					
Land	867,966	(70,452)	–	–	797,514
Buildings	25,102	–	(330)	–	24,772
	893,068	(70,452)	(330)	–	822,286
<b>Infrastructure</b>					
Roads	188,977	7,681	–	–	196,658
Bridges	20,324	–	–	–	20,324
Footpaths and cycleways	15,101	188	–	–	15,289
Drainage	170,324	13,122	–	–	183,446
Off street car parks	3,071	733	–	–	3,804
	397,797	21,724	–	–	419,521
<b>Total asset revaluation reserves</b>	<b>1,290,865</b>	<b>(48,728)</b>	<b>(330)</b>	<b>–</b>	<b>1,241,807</b>

The asset revaluation reserve is used to record increments and decrements on the revaluation of non-current assets, as described in accounting policy note 6.2(h).

4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

9.1 Reserves (continued)

	Balance at beginning of reporting period	Transfer to accumulated surplus	Transfer from accumulated surplus	Balance at end of reporting period
	\$'000	\$'000	\$'000	\$'000
<b>(b) Other reserves</b>				
<b>2020</b>				
Insurance reserve	987	(72)	84	999
Re-vegetation reserves	272	(123)	257	406
Open space – planning, development and improvements	9,170	(2,327)	2,866	9,709
Open space – acquisitions	5,918	(1,658)	1,740	6,000
Keysborough South maintenance levy	1,613	(1,442)	1,550	1,721
Major projects reserve	38,810	(13,537)	977	26,250
General reserve	840	(506)	–	334
Council funded development contributions reserve	15,703	(343)	4,070	19,430
Spring Valley landfill rehabilitation	924	(34)	–	890
Springvale Activity Precinct – parking and development	235	–	–	235
Dandenong Activity Precinct – parking and development	382	(234)	1,000	1,148
Local Government Funding Vehicle	4,900	(4,900)	–	–
Future maintenance reserve	–	–	214	214
Grants in advance reserve	1,220	(1,220)	–	–
Keysborough South Community Infrastructure Levies	1,540	(1,540)	–	–
<b>Total other reserves</b>	<b>82,514</b>	<b>(27,936)</b>	<b>12,758</b>	<b>67,336</b>
<b>2019</b>				
Insurance reserve	876	(35)	146	987
Re-vegetation reserves	334	(62)	–	272
Open space – planning, development and improvements	9,220	(2,843)	2,793	9,170
Open space – acquisitions	6,000	(82)	–	5,918
Keysborough South maintenance levy	1,508	(1,392)	1,497	1,613
Major projects reserve	28,663	(200)	10,347	38,810
General reserve	3,880	(3,040)	–	840
Council funded development contributions reserve	12,702	(259)	3,260	15,703
Spring Valley landfill rehabilitation	1,064	(140)	–	924
Springvale Activity Precinct – parking and development	166	(70)	139	235
Dandenong Activity Precinct – parking and development	452	(1,070)	1,000	382
Local Government Funding Vehicle	4,900	–	–	4,900
Grants in advance reserve	–	–	1,220	1,220
Keysborough South Community Infrastructure Levies	–	–	1,540	1,540
<b>Total other reserves</b>	<b>69,765</b>	<b>(9,193)</b>	<b>21,942</b>	<b>82,514</b>

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### **Nature and purpose of other reserves:**

#### Insurance reserve

The insurance reserve has been created to meet large and unexpected policy excesses on multiple insurance claims.

#### Re-vegetation reserves

The purpose of this reserve fund is to meet native re-vegetation requirements on Council's reserves.

#### Open space – planning, development and improvements

Funds set aside in this reserve will be utilised exclusively for allocation towards enhancing the City's open space via planning, development and improvements.

#### Open space – acquisitions

Funds set aside in this reserve will be utilised exclusively for open space land acquisitions.

#### Keysborough South maintenance levy

This reserve has been established to ensure full accountability of the levies received for the Keysborough and Somerfield Estates reflecting costs of maintaining an additional 15% open space beyond that of traditional estates.

#### Major projects reserve

The major projects reserve holds proceeds from the sale of Council's property assets or surplus Council funds and will be utilised for investing in other properties or funding future major projects.

#### General reserve

This reserve relates to financial impacts of future aged care sector reforms.

#### Council funded development contributions reserve

The reserve for Council funded development contribution plans holds funds in respect of Council's contribution to the two major developments in Dandenong South (C87) and Keysborough (C36).

#### Spring Valley landfill rehabilitation reserve

The purpose of this reserve is to rehabilitate the Spring Valley landfill site at Clarke Road, Springvale South.

#### Springvale Activity Precinct – parking and development reserve

The purpose of the reserve is to fund development in the Springvale Activity Centre.

#### Dandenong Activity Precinct – parking and development reserve

The purpose of the reserve is to fund development in the Dandenong Activity Centre.

#### Local Government Funding Vehicle

The purpose of this reserve is to provide for the \$4.90 million principal repayment required on maturity of the interest-only Local Government Funding Vehicle (LGFV) in 2019-20 and to provide future borrowing capacity for major infrastructure projects.

#### Future maintenance reserve

This reserve holds contribution funds for future works to address level crossing removal authority defects.

#### Grants in advance reserve

This reserve holds funds from capital grants received in advance of the project works. Discontinued in 2019-20.

#### Keysborough South Community Infrastructure Levies

These reserve funds relate to Community Infrastructure Levies received in relation to the Keysborough South Development Contributions Plan.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

##### 9.1 Reserves (continued)

	Note	Consolidated 2020 \$'000	Consolidated 2019 \$'000
<b>(c) Total reserves summary</b>			
Asset revaluation reserve	9.1(a)	1,269,823	1,241,807
Other reserves	9.1(b)	67,336	82,514
<b>Total reserves</b>		<b>1,337,159</b>	<b>1,324,321</b>

##### 9.2 Reconciliation of cash flows from operating activities to surplus

<b>Surplus for the year</b>		<b>16,478</b>	<b>31,279</b>
Depreciation		31,259	29,064
Amortisation intangible assets		77	—
Amortisation right of use assets		562	—
Gain on disposal of property, infrastructure, plant and equipment		(583)	(457)
Fair value adjustments		383	907
Contributions of non-monetary assets		(8,043)	(7,735)
Works in progress unable to be capitalised (expensed)		3,891	1,683
Assets written-off		4,053	3,167
Borrowing costs		3,041	3,131
Finance cost – leases		34	—
<b>Change in assets and liabilities</b>			
Increase in trade and other receivables		(1,860)	(3,475)
Decrease in trust funds and deposits		(553)	(5,294)
Increase in other assets		(89)	(731)
Increase in trade and other payables		4,650	3,416
Increase in provisions		1,953	1,187
<b>Net cash provided by operating activities</b>		<b>55,253</b>	<b>56,142</b>



#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### 9.3 Superannuation

The Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in Comprehensive Income Statement when they are made or due.

#### Accumulation

The Fund's accumulation categories receive both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2020, this was 9.5% required under Superannuation Guarantee legislation).

#### Defined Benefit

Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of the Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

#### Funding arrangements

Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

A triennial actuarial review is currently underway for the Defined Benefit category as at 30 June 2020 and is expected to be completed by 31 December 2020.

As at 30 June 2019, an interim actuarial investigation was held as the Fund provides lifetime pensions in the Defined Benefit category. The vested benefit index (VBI) of the Defined Benefit category of which Council is a contributing employer was 107.1%.

The financial assumptions used to calculate the VBIs were:

Net investment returns	6.0% pa
Salary information	3.5% pa
Price inflation (CPI)	2.0% pa

Vision Super has advised that the estimated VBI at quarter ended 30 June 2020 was 104.6%.

The VBI is used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2019 interim actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change

was necessary to the Defined Benefit category's funding arrangements from prior years.

#### Employer contributions

##### Regular contributions

On the basis of the results of the 2017 full actuarial investigation conducted by the Fund Actuary, the Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2020, this rate was 9.5% of members' salaries (9.5% in 2018-19). This rate is expected to increase in line with any increases in the SG contribution rate and reviewed as part of the 30 June 2020 triennial valuation.

In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

#### Funding calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including the Council) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

##### 9.3 Superannuation (continued)

###### The 2019 interim actuarial investigation surplus amounts

An actuarial investigation is conducted annually for the Defined Benefit category of which Council is a contributing employer. Generally, a full actuarial investigation conducted every three years and interim actuarial investigations are conducted for each intervening year. An interim investigation was conducted as at 30 June 2019 and a full actuarial investigation was conducted as at 30 June 2017.

The Fund's actuarial investigations identified the following for the Defined Benefit category of which Council is a contributing employer:

	2019 \$ million	2017 \$ million
A VBI surplus	151.3	69.8
A total service liability surplus	233.4	193.5
A discounted accrued benefits surplus	256.7	228.8

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2019.

The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses as at 30 June 2019.

The discounted accrued benefit surplus means that the current value of the assets in the Fund's Defined Benefit category exceeds the value of benefits payable in the future but accrued in respect of service to 30 June 2019.

The Council was notified of the 30 June 2019 VBI during August 2019 (2018: in August 2018)

###### 2020 interim actuarial investigation

A triennial actuarial investigation is being conducted for the Fund's position as at 30 June 2020. It is anticipated that this actuarial investigation will be completed by 31 December 2020. The financial assumptions for the purposes of this investigation are:

	2020 Triennial investigation	2017 Triennial investigation
Net investment return	5.6%pa	6.5%pa
Salary inflation	2.5%pa (for the first two years and 2.75%pa thereafter)	3.5%pa
Price inflation	2.0%pa	2.5%pa

###### Superannuation contributions

Contributions by Council to the below superannuation plans for the financial year ended 30 June 2020 are detailed below:

Scheme	Type of scheme	Rate	Consolidated 2020 \$'000	Consolidated 2019 \$'000
Vision Super	Defined benefits	9.50%	365	397
Vision Super	Accumulation	9.50%	3,316	3,412
Other funds	Accumulation	9.50%	2,174	1,852

There were no payments made to Vision Super unfunded liability during 2019-20 (2018-19 - \$nil).

As at 30 June 2020 outstanding contribution payable of \$1,000 relates to Dandenong Market Pty Ltd and no loans issued from or to the above schemes.

The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2021 is \$375,000.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### Note 10 Change in accounting policy

Council has adopted AASB 15 *Revenue from Contracts with Customers*, AASB 16 *Leases* and AASB 1058 *Income of Not-for-Profit Entities*, from 1 July 2019. This has resulted in changes in accounting policies and adjustments to the amounts recognised in the financial statements.

Due to the transition methods chosen by Council in applying these standards, comparative information throughout these financial statements has not been restated to reflect the requirements of the new standards except in relation to contracts that were not complete at 1 July 2019. The transition impact of these are detailed below.

#### a) AASB 15 *Revenue from Contracts with Customers* – Impact of Adoption

AASB 15 *Revenue from Contracts with Customers* applies to revenue transactions where Council provides services or goods under contractual arrangements.

Council adopted AASB 15 *Revenue from Contracts with Customers* using the modified (cumulative catch up) method. Revenue for 2019 as reported under AASB 118 *Revenue* is not adjusted, because the new standard is only applied from the date of initial application.

AASB 15 *Revenue from Contracts with Customers* requires revenue from contracts with customers to be recognised as Council satisfies the performance obligations under the contract.

#### b) AASB 16 *Leases*

AASB 16 *Leases* requires right of use assets and related liabilities for all lease agreements to be recognised on the Balance Sheet. The Statement of Comprehensive Income is to separately recognise the amortisation of the right of use asset, and the finance costs relating to the lease. Council has elected to adopt the modified (cumulative catch up) method under the standard and as such has not adjusted 2019 disclosures. The transition impact of these are detailed below.

#### c) AASB 1058 *Income of Not-for-Profit Entities*

AASB 1058 *Income of Not-for-Profit Entities* applies to income received where no contract is in place. This includes statutory charges (such as rates) as well as most grant agreements.

Council adopted AASB 1058 *Income of Not-for-Profit Entities* using the modified (cumulative catch up) method. Income for 2019 is not adjusted, because the new standard is only applied from the date of initial application.

AASB 1058 *Income of Not-for-Profit Entities* requires income to be recognised as Council satisfies the performance obligations under the contract.

#### d) Transition impacts

The following table summarises the impact of transition to the new standards on retained earnings at 1 July 2019.

	Consolidated 2019 \$'000
Retained earnings at 30 June 2019	876,273
Revenue adjustment – impact of AASB 15 <i>Revenue from Contracts with Customers</i>	(27)
Income adjustment – impact of AASB 1058 <i>Income of Not-for-Profit Entities</i>	(3,145)
Leases adjustment – impact of AASB 16 <i>Leases</i>	(3)
Retained earnings at 1 July 2019	873,098

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

Note 10 Change in accounting policy (continued)

	Consolidated		
	As reported 30 June 2019 \$'000	Adjustments \$'000	Post Adoption 1 July 2019 \$'000
<b>Assets</b>			
Right of use assets	-	1,431	1,431
	-	1,431	1,431
<b>Liabilities</b>			
Accrued expenditure	(1,813)	1,810	(3)
Unearned income – operating grants	-	(1,840)	(1,840)
Unearned income – capital grants	-	(2,062)	(2,062)
Unearned income – DCP	-	(27,718)	(27,718)
DCP trust funds	(26,635)	26,635	-
Lease liability – current	-	(542)	(542)
Lease liability – non-current	-	(889)	(889)
	(28,448)	(4,606)	(33,054)
Adjustment to Retained earnings at 1 July 2019		(3,175)	

Note 11 Impact of COVID-19 pandemic on Council's operations and 2019–20 financial report

The COVID-19 pandemic has resulted in one of the most challenging and uncertain times in recent history. At balance date, the state of Victoria was subject to 'Stage 3' restrictions. On the 2 August 2020, Victoria was declared a 'state of disaster' and metropolitan Melbourne became subject to 'Stage 4' restrictions.

Council unveiled local economic support on the 14 April 2020 to support our most vulnerable community members during the COVID-19 pandemic. A series of measures were introduced to ease the financial burden on Greater Dandenong residents, local businesses and community groups. The measures combined with other costs have impacted Council's operations for the financial year end 30 June 2020 in the following areas:

*Rate relief package*

Council extended its Financial Hardship Policy in response to COVID-19 on the 14 April 2020. No interest charged on outstanding rates and immediate relief to residents by way of \$100 rate waivers to each of the City's 10,728 pensioners and \$200 to those residents receiving the new Jobseeker allowance. Rate waivers provided up until 30 June 2020 resulted in foregone revenue \$1.15 million.

Deferral of rates revenue received/interest free period has resulted in the debtor balance as at 30 June 2020 to increase by \$1.99 million compared to 2018–19. Penalty interest waived on outstanding rates is estimated to around \$250,000.

*Dandenong Market*

Council provided rental waivers for all traders at the Dandenong Market at a cost of \$1.5 million to provide stimulus funding to encourage traders to remain open and allow the market to continue to be a source of fresh, affordable food.

*Material Aid*

Council supported the distribution of around 15 tonnes of food to our community, including fresh fruit, vegetables and non-perishable food through material aid funding. Expenses relating to the provision of material aid at 30 June 2020 was \$159,000.

*Other impacts to Council's operations*

In response to significant decrease in demand / government directive amidst the COVID-19 outbreak, Council's leisure centre facilities / libraries / community centres including Council's Drum Theatre were closed. Council waived rents for many of Council's commercial leaseholders and for those that continued to trade, rent reductions of 50% from 1 April – 30 June 2020. Rental rebates were offered to sporting clubs for seasonal venue hire and other facilities that were forced to close. Council also suspended enforcement of time restrictions for parking in and around the municipality.

*Impacts to Council's revenue is as follows:*

Statutory fees and fines and Council user fees decreased by \$2.37 million compared to the 2019–20 Original Budget. The most significant decreases are as follows:

- Car parking, ticket machine and permit income \$727,000.
- Transport civil development statutory and user fees, mainly subdivision, plan checking and asset protection fee income \$446,000.

#### 4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)

### ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

- Statutory planning applications, subdivision certificate and user fees \$256,000.
- Building and compliance services mainly building permit and fines income \$199,000.
- General law enforcement statutory fees and fines \$155,000.
- Health statutory fees and fine income \$122,000.
- Drum Theatres closure resulted in a decrease of \$203,000 in fee income.

Other income reductions – a loss in rental and venue hire income due to COVID-19 restrictions and waivers provided in areas such as The Drum Theatre, civic and community facilities and commercial properties (\$609,000).

Council will continue to monitor the impacts during 2020-21 and will actively manage its budgets to ensure the financial outcomes to Council remain in alignment with Council budgets.

#### *Council's Land and Buildings valuation at 1 January 2020*

A formal valuation of land and buildings was performed at 1 January 2020 undertaken by qualified independent valuers, Proval (Vic) Pty Ltd. The valuation of land and buildings is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. The 1 January 2020 revaluation of land resulted in an increment of \$18.79 million (1.7% increase on the opening balance of land at fair value).

Proval (Vic) Pty Ltd undertook a review of 'Annual Material Change' in the fair value of the land and building asset classes in the City of Greater Dandenong portfolio for the period 1 January 2020 to 30 June 2020. No material change was identified based on data available.

The state of the property market within the review period is at present most influenced by the recent COVID-19 pandemic and resulting declaration of State of Emergency. Market conditions are changing daily at present. The full extent of the effect of these conditions upon the property market and broader economic environment is unclear at best. Initial falls in auction and inspection attendance rates prior to the State of Emergency, the evolution and ensuing shift to online auctions only, and recent return of on-site auctions, albeit limited in attendance numbers, have at varying times all conspired to result in a period of limited transaction volumes from which to base a meaningful and thorough analysis process. For the period of the annual material change review, we consider that there is a market uncertainty resulting in significant valuation uncertainty.

#### *Valuation of infrastructure*

Infrastructure assets valued at fair value are subject to an annual review of replacement rates. This review uses several inputs which are mainly sourced from the February 2020 update of the Rawlinsons Australian Construction Handbook. At balance date, no adjustment has been made to the fair value valuation due to the market that the assets are transacted in is being impacted by the uncertainty that the COVID-19 outbreak has caused. These assets are specialised assets classified at level three under AASB 13. This means that the fair value valuations are based on techniques for which the lowest level input that is significant to the fair value measurement is unobservable. The COVID-19 impacts on these asset valuations are particularly difficult to assess as there is generally no observable market for these assets. As at the date of valuation we consider that there is a market uncertainty resulting in significant valuation uncertainty.

**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)**



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**4.1.1 Greater Dandenong Annual Report 2019-20 (Cont.)****CUSTOMER SERVICE CENTRE LOCATIONS****Dandenong Civic Centre**











Level 2, 225 Lonsdale Street, Dandenong  
Hours of operation: 8.30am–5pm Monday to Friday

**Springvale**

5 Hillcrest Grove, Springvale  
Hours of operation: 8.30am–5pm Monday to Friday

**Parkmore**

Shop A7, Parkmore Shopping Centre  
Cheltenham Road, Keysborough  
Hours of operation: 9am–5pm Monday to Friday, 9am–1pm Saturday

 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	<a href="http://greaterdandenong.com">greaterdandenong.com</a>
 council@cgd.vic.gov.au		   

## 4.2 OTHER

### 4.2.1 Draft Minutes of Disability Advisory Committee Meeting - 17 August 2020

File Id:

Responsible Officer:

Director Community Services

Attachments:

Draft Minutes of Disability Advisory Committee  
on 17 August 2020

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***The recommendation for this report does not contravene section 69 of the Local Government Act 2020, nor does it represent a significant decision under Council's Election Period (Caretaker) Policy.***

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### Report Summary

At the Council meeting held 23 April 2018, Council resolved in part to *invite Advisory Committees and Reference Groups to submit meeting minutes for Council endorsement*. This resolution was in relation to allowing interested Councillors (and those that attend these Committees and Reference Groups) to speak to the meeting about items discussed at these meetings.

### Recommendation Summary

This report recommends that the draft Minutes of the Disability Advisory Committee meeting provided in Attachment(s) to this report be noted and endorsed by Council.



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#### **4.2.1 Draft Minutes of Disability Advisory Committee Meeting - 17 August 2020 (Cont.)**

### **Background**

Greater Dandenong Council is represented on a wide range of Committees, Reference Groups and Advisory Groups which frequently reflect the interests of individual Councillors in serving the broader community in their role. A full listing of these appointments is confirmed each November at Council's Statutory Meeting and is available via Council's website.

The resolution of Council made on 23 April 2018 provides for Minutes of meetings held by Advisory Committees and Reference Groups to be submitted to Council for noting and endorsing.

As such, the draft Minutes are provided as attachment to this report.

### **Proposal**

#### **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
- *Lifecycle and Social Support* – The generations supported

##### Opportunity

- *Education, Learning and Information* – Knowledge
- *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 creative city that respects and embraces diversity

##### Opportunity

- An open and effective Council

**4.2.1 Draft Minutes of Disability Advisory Committee Meeting - 17 August 2020 (Cont.)****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 no financial implications associated with this report.

**Consultation**

Advisory Committees and Reference Groups have been advised of the need to submit minutes of meetings to Council for noting and endorsement.

Carefully consider and advise if and how this matter is subject to Council's Community Engagement Policy and/or Community Engagement Planning Framework. If it is, what type of format has consultation taken or what type of format is intended for public consultation. Is the issue subject to mandatory consultation under prescribed legislation? If it is, describe how the planned consultation will comply with (and go beyond) what is required by legislation. Reasons why specific formats have been used should be stated here with reasons why consultation may or may not have been specifically targeted. eg. Is the consultation aimed at the whole community or just a section of the community and why?

**Recommendation**

**That Council notes the draft Minutes of meeting(s) for the Disability Advisory Committee as provided in Attachment No.1 to this report.**

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**4.2.1 Draft Minutes of Disability Advisory Committee Meeting - 17 August 2020 (Cont.)**

**OTHER**

**DRAFT MINUTES OF DISABILITY ADVISORY COMMITTEE  
MEETING**

**ATTACHMENT 1**

**DISABILITY ADVISORY COMMITTEE  
MEETING HELD ON 17 AUGUST 2020**

**PAGES 4 (including cover)**

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

## ORDINARY COUNCIL MEETING - AGENDA

**4.2.1 Draft Minutes of Disability Advisory Committee Meeting - 17 August 2020 (Cont.)**

**Advisory Committee or Reference Group Name:** Disability Advisory Committee Meeting

**Date of Meeting:** Monday 17 August 2020

**Time of Meeting:** 4 – 5.30pm

**Meeting Location:** Remotely via Skype

**Attendees:**

Phillip Toovey (Chair), Pradeep Hewavitharana, Jennifer La Brooy, Lionel Gee, Stella Carew, Cr Angela Long, Cr Maria Sampey (part), Mandy Gatliff, Jayne Kierce, Chris Stewart (part), Jenny Vong (minute taker)

**Apologies:**

Marg Harvey

**Guests:**

Jenny Pemberton-Web (City of Greater Dandenong - Place Manager Activity Centres Revitalisation)  
Darren Wilson (City of Greater Dandenong - Environmental Planner)

**Minutes:**

Item No.	Item	Action	Action By
1.	<b>Welcome and Introductions</b> The chair welcomed all present.		
2.	<b>Previous Minutes &amp; Business Arising</b> <ul style="list-style-type: none"> <li>The previous minutes were tabled</li> <li>Apologies noted</li> <li>There has been two expressions of interest to join the Committee. The applicants will be interviewed in the coming months.</li> </ul>	Interview applicants	Manager Community Care
3.	<b>Vanity Lane Project</b> Council has engaged Hassell Design Studio to prepare design concepts for Vanity Lane, a new pedestrian lane running between Thomas and Lonsdale Streets. The Committee contributed to a community survey emphasising access related matters such as: <ul style="list-style-type: none"> <li>Design features for the lane to comply with legislated gradients for wheelchair users and those with walking difficulties</li> <li>Feature clear signage</li> <li>Well lit, interesting and inviting</li> </ul> Key concerns included: <ul style="list-style-type: none"> <li>Not to use cobble stones or any rough street surfaces like that in the service lanes in Lonsdale Street. Preference would be to use concrete</li> <li>A clear management approach to access to the laneway for delivery vehicles to ensure safe pedestrian access</li> </ul> Look and feel:	Provide DAC feedback to Place Manager	Manager Community Care

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

## ORDINARY COUNCIL MEETING - AGENDA

**4.2.1 Draft Minutes of Disability Advisory Committee Meeting - 17 August 2020 (Cont.)**

	<ul style="list-style-type: none"> <li>Art work to reference the nearby Afghan and Middle Eastern culture</li> </ul>		
4.	<b>Climate Change Strategy Action Plan</b> Council's Environmental Planner presented an overview of the Climate Change Strategy Action Plan. Related activity has been documented with the Plan emphasising the need to raise community awareness in climate change. In future Council staff will actively seek community feedback on the content and outcomes by revisiting Council Committee's such as the DAC. The Plan will be presented to Council for consideration.	For noting	DAC members
5.	<b>COVID-19 Update</b> Discussion was held on the Committee's experience COVID-19 with members noting: <ul style="list-style-type: none"> <li>The concerns of the wellbeing of the community with clients feeling bored and isolated</li> <li>Focus on providing PPE</li> <li>The Victorian Government has announced it will roll out in-home testing for Victorians experiencing vulnerability who cannot travel to be tested for coronavirus. Victorians will be able to call the coronavirus hotline and be assessed by a nurse, and with a GP referral a member of the testing team will come to their home to complete the test.</li> </ul>	Send Committee information on Call-to-Test Program	Coordinator Community Access
6.	<b>NDIS Update</b> The Committee discussed: <ul style="list-style-type: none"> <li>The Minister for the NDIS has announced temporary changes to allow NDIS providers in VIC and NSW to directly claim the costs of Personal Protective Equipment from the NDIA.</li> <li>The Commonwealth in association with the Victorian Government are working through its Disability Rapid Response Group (DRRG). The DRRG is actively monitoring and responding to any incidents of COVID-19 amongst people with a disability and service providers.</li> <li>Members noted that people with disabilities and their support agencies were not eligible to receive the same Commonwealth Government support afforded to the nursing home sector. This is a disappointment as the needs of staff and service users working in the in-home disability area are very similar.</li> </ul>	For noting	DAC members
7.	<b>Disability Action Plan 2017-2023 Midterm Review</b> The Disability Action Plan 2017-23 adopted by Council in 2017 has now reached its halfway point and a midterm review of the outcomes from the plan is underway.	Provide feedback on review findings to Disability Planner	DAC members

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

## ORDINARY COUNCIL MEETING - AGENDA

**4.2.1 Draft Minutes of Disability Advisory Committee Meeting - 17 August 2020 (Cont.)**

	<p>The Disability Planning Officer tabled a draft summary of the outcomes from the review of the Plan. The Committee agreed to provide feedback on the draft and discuss the findings further at the next meeting in the following areas:</p> <ul style="list-style-type: none"> <li>- What's working well?</li> <li>- What needs less emphasis?</li> <li>- Areas of the Plan requiring greater focus?</li> </ul>		
8.	<p><b>Other Business</b>  <b>Disability Strategy Consultation</b>            The Department of Social Services has released its Position Paper on the Consultation Disability Strategy and is seeking submissions up until 30 September. Feedback will be used to further develop a new strategy to help deliver better outcomes for people with disabilities. DAC members were encouraged to contribute to the review.</p> <p><b>Next meeting date:</b>            Proposed - 16 November 2020. To be advised due to Council elections.</p>	<p>Send Committee information on the Consultation on the Disability Strategy</p> <p>Advise Committee of next meeting date</p>	<p>Coordinator Community Access</p> <p>Coordinator Community Access</p>
Meeting Closed at 5.28pm			

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

#### **4.2.2 Draft Minutes of Positive Ageing Advisory Committee Meeting - 20 August 2020**

File Id:

Responsible Officer:

Director Community Services

Attachments:

Draft Minutes of Positive Ageing Advisory  
Committee Meeting - 20 August 2020

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***The recommendation for this report does not contravene section 69 of the Local Government Act 2020, nor does it represent a significant decision under Council's Election Period (Caretaker) Policy.***

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#### **Report Summary**

At the Council meeting held 23 April 2018, Council resolved in part to *invite Advisory Committees and Reference Groups to submit meeting minutes for Council endorsement*. This resolution was in relation to allowing interested Councillors (and those that attend these Committees and Reference Groups) to speak to the meeting about items discussed at these meetings.

#### **Recommendation Summary**

This report recommends that the draft Minutes of the Positive Ageing Advisory Committee meeting provided in Attachment(s) to this report be noted and endorsed by Council.

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#### **4.2.2 Draft Minutes of Positive Ageing Advisory Committee Meeting - 20 August 2020 (Cont.)**

### **Background**

Greater Dandenong Council is represented on a wide range of Committees, Reference Groups and Advisory Groups which frequently reflect the interests of individual Councillors in serving the broader community in their role. A full listing of these appointments is confirmed each November at Council's Statutory Meeting and is available via Council's website.

The resolution of Council made on 23 April 2018 provides for Minutes of meetings held by Advisory Committees and Reference Groups to be submitted to Council for noting and endorsing.

As such, the draft Minutes are provided as attachment to this report.

### **Proposal**

#### **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
- *Lifecycle and Social Support* – The generations supported

##### Opportunity

- *Education, Learning and Information* – Knowledge
- *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 creative city that respects and embraces diversity

##### Opportunity

- An open and effective Council



**4.2.2 Draft Minutes of Positive Ageing Advisory Committee Meeting - 20 August 2020 (Cont.)****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 no financial implications associated with this report.

**Consultation**

Advisory Committees and Reference Groups have been advised of the need to submit minutes of meetings to Council for noting and endorsement.

Carefully consider and advise if and how this matter is subject to Council's Community Engagement Policy and/or Community Engagement Planning Framework. If it is, what type of format has consultation taken or what type of format is intended for public consultation. Is the issue subject to mandatory consultation under prescribed legislation? If it is, describe how the planned consultation will comply with (and go beyond) what is required by legislation. Reasons why specific formats have been used should be stated here with reasons why consultation may or may not have been specifically targeted. eg. Is the consultation aimed at the whole community or just a section of the community and why?

**Recommendation**

**That Council notes the draft Minutes of meeting(s) for the Positive Ageing Advisory Committee as provided in Attachment No.1 to this report.**

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**4.2.2 Draft Minutes of Positive Ageing Advisory Committee Meeting - 20 August 2020 (Cont.)**

**OTHER**

**DRAFT MINUTES OF POSITIVE AGEING ADVISORY COMMITTEE  
MEETING – 17 AUGUST 2020**

**ATTACHMENT 1**

**POSITIVE AGEING ADVISORY  
COMMITTEE MEETING  
HELD ON 20 AUGUST 2020**

**PAGES 5 (including cover)**

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

## ORDINARY COUNCIL MEETING - AGENDA

**4.2.2 Draft Minutes of Positive Ageing Advisory Committee Meeting - 20 August 2020 (Cont.)**

**Advisory Committee or Reference Group Name:** Positive Ageing Advisory Committee

**Date of Meeting:** 20 August 2020

**Time of Meeting:** 1.30 – 3.15pm

**Meeting Location:** Zoom

**Attendees:**

Committee: Julie Klok (Chair), Milena France, Maria Erdeg, Morrie Hartman, Merle Mitchell, Christine Green, Shirley Constantine, Carol Drummond, Erica Moulang

Council Officers: Mandy Gatliff, Jayne Kierce, Tracey Macleod, James Ayling (minute taker)

**Minutes:**

Item No.	Item	Action	Action By
1.	<b>Welcome and Introductions</b> <ul style="list-style-type: none"> <li>Welcome from the Chair</li> <li>No apologies noted</li> </ul>		
2.	<b>Process for teleconference</b> Manager Community Care provided some guidelines on the teleconference to the Committee.		
3.	<b>Previous Minutes &amp; Business Arising</b> Draft June minutes were accepted by the Committee.		
4.	<b>Communication and messaging with the CALD community</b> Discussion was held regarding the difficulties of communicating the ever-changing messages of COVID-19 to CALD communities. Key points included: <ul style="list-style-type: none"> <li>State government is inviting suggestions on how to do this more effectively.</li> <li>Initially information was translated into 12 languages. Most messaging is now provided in over 49 languages.</li> <li>Community leaders are instrumental in achieving effective communication. Many have already taken responsibility and are currently doing this.</li> <li>Mailouts to clients usually in English and no other languages.</li> <li>A wide range of technology abilities/inabilities make this using different types of technology challenging.</li> <li>Most Seniors clubs have implemented</li> </ul>	Feedback provided to the Council COVID Emergency Management and Health Team	Manager Community Care

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

## ORDINARY COUNCIL MEETING - AGENDA

**4.2.2 Draft Minutes of Positive Ageing Advisory Committee Meeting - 20 August 2020 (Cont.)**

	<p>telephone trees for greeting, welfare checks and passing on information.</p> <ul style="list-style-type: none"> <li>• There is continued concern about how individuals not attached to groups are accessing information.</li> <li>• A growing number of individuals are reaching out for assistance, that otherwise may not have had the need to under normal circumstances. Community Care has been a part of the Council's response to the COVID-19 State Government Hotline referrals to follow up and has consequently picked up a number of new clients. COVID-19 restrictions have been a catalyst in overcoming stigma or pride of seeking assistance for some people.</li> <li>• An increase of advertisements in other languages on radio and TV was suggested, including media campaigns similar to SLIP SLOP SLAP or TAC ads.</li> <li>• Older school children could be called upon act as translators, in their respective languages, potentially through schools</li> <li>• Council is looking into developing a program to contact residents through redeployed staff with extra training, processes and support.</li> </ul>		
	<p><b>Vulnerable Persons Register</b></p> <p>An explanation of the what is the aim of the register is was given.</p> <p>Vulnerable people are those that live alone without emergency contact person. They may have difficulty understanding public messaging for various reasons.</p> <p>Individuals need to consent to be on the register and to be contacted by Council or Police etc.</p> <p>Agencies identify people to be put on the register and are responsible for ensuring the information is up to date. Over 30 residents are on the current register for CGD.</p>	For noting	PAAC members
	<p><b>Re-engaging with older people as restrictions ease</b></p> <p>Discussion was held regarding how older people engage in a COVID-normal community.</p> <p>Key points included:</p> <ul style="list-style-type: none"> <li>• Re-engagement will be implemented in a staged approach as per government directions. Large groups are unlikely to be able to meet together for quite some time. Various options including limited size groups, or a staggered approach will need to be considered. It was suggested to</li> </ul>	Feedback will be considered in the development of Council's re-engagement plan for seniors	Team Leader Positive Ageing

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

## ORDINARY COUNCIL MEETING - AGENDA

**4.2.2 Draft Minutes of Positive Ageing Advisory Committee Meeting - 20 August 2020 (Cont.)**

	<p>develop a manual with suggestions/guidelines on how to re-open – a draft for this has already been developed.</p> <ul style="list-style-type: none"> <li>Some clubs have indicated that they may need to consider closing or combining with other clubs. It was reported that some clubs are thinking about not meeting until the entire group is permitted to get together. Other groups are thinking considering meeting outdoors to allow for greater numbers of members being able to participate.</li> <li>Discussions between the Positive Ageing Team and Seniors groups has been ongoing.</li> <li>Additional challenges include meals as caterers may not provide for smaller numbers without significant extra charges. Also, the issue of shared food not being ideal/permitted during the pandemic.</li> <li>Many older people may be experiencing additional mental health challenges. Many younger family members are discouraging their older members from leaving their homes as per government advice.</li> <li>Family members that are carers are eligible to visit older family members to provide caregiving including escorting them to doctor's appointments and the 5km does not apply. This could be better advertised and communicated as there seems to be some confusion.</li> </ul>		
	<p><b>Service provision through COVID-19</b></p> <p>Manager Community Care provided an update on the way services are being delivered.</p> <p>Community Care staff and Support teams were commended for their commitment and dedication. A partnership with the Immunisation Team has resulted in further training, particularly in regard to infection control.</p> <p>The Commonwealth has provisions for more flexibility with services during COVID-19.</p> <p>Expanded eligibility for shopping and meals on wheels services have been extended to October.</p> <p>PAG is currently not currently being offered under level 4 restrictions. However, during Stage 3, some services were offered with a limited capacity such as: activity packs for home, library borrowing, host home program for small groups.</p> <p>Home library can now recommence for most vulnerable through Australia Post.</p> <p>A percentage of Social Support funding has been reallocated for technology support including, but not limited to, personal alarms, internet plans and</p>	For noting	PAAC members

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

## ORDINARY COUNCIL MEETING - AGENDA

**4.2.2 Draft Minutes of Positive Ageing Advisory Committee Meeting - 20 August 2020 (Cont.)**

	<p>device services. This funding may remain in place longer term. This has assisted people to access online shopping and therefore minimising unescorted/escorted shopping services.</p> <p>Libraries have partnered with Community Care to assist clients with their own devices.</p>		
	<p><b>Other business:</b></p> <p>Merle Mitchell was commended for her further contribution in interviews by Royal Commission.</p> <p>The final report of Royal Commission has been delayed until Feb 2021.</p> <p>COVID-19 has revealed issues that need to be addressed in SRS, rooming houses, shared facilities. CGD has initiated communication with owners and residents of local rooming houses and caravan parks.</p> <p>Tribute was given to the generosity of our local business community with donation of masks. It was suggested to publicly acknowledge these businesses.</p> <p>CGD Seniors Dances and other Seniors Festival activities have been cancelled for 2020. Online options will be promoted.</p>		
6.	<p><b>Other Business</b></p> <ul style="list-style-type: none"> <li>Next meeting date: To be advised.</li> </ul>		
<b>Meeting Closed 3.15pm</b>			

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

#### **4.2.3 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 14 & 21 September 2020**

File Id: fA25545

Responsible Officer: Director Corporate Services

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***The recommendation for this report does not contravene section 69 of the Local Government Act 2020, nor does it represent a significant decision under Council's Election Period (Caretaker) Policy.***

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#### **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 September 2020.

#### **Recommendation Summary**

This report recommends that the information contained within it be received and noted.

**4.2.3 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 14 & 21 September 2020 (Cont.)****Matters Presented for Discussion**

Item		Councillor Briefing Session/Pre-Council Meeting
<b>1</b>	<p><b><i>General Discussion</i></b></p> <p>Councillors and Council officers briefly discussed the following topics:</p> <ul style="list-style-type: none"><li>a) Current status of COVID-19 and Council's material aid provisions.</li><li>b) Open space acquisition update (CONFIDENTIAL). Cr Tim Dark disclosed a conflict of interest in this item and left the meeting during its discussion.</li><li>c) Springvale Community Hub opening details.</li><li>d) Noble Park health and wellbeing gymnasium update.</li><li>e) Agenda items for the Council Meeting of 14 September 2020.</li></ul>	<b><i>14 September 2020</i></b>
<b>2</b>	<p><b><i>Naming of the Thomas Carroll Reserve</i></b></p> <p>Councillors were provided with the outcomes of a recent public consultation process regarding the proposed naming of Thomas Carroll Reserve. Further consultation will be undertaken to meet Victorian statutory naming requirements.</p>	<b><i>21 September 2020</i></b>
<b>3</b>	<p><b><i>Arts Advisory Board Annual Update</i></b></p> <p>Councillor input was sought regarding proposed amendments to the current Art Advisory Board Terms of Reference and the next steps required to appoint a new Arts Advisory Board.</p>	<b><i>21 September 2020</i></b>



**4.2.3 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 14 & 21 September 2020 (Cont.)**

<p><b>4</b></p>	<p><b><i>General Discussion</i></b></p> <p>Councillors and Council officers briefly discussed the following topics:</p> <p>a) Current status of COVID-19 in Greater Dandenong.  b) Update on matters pertaining to the planning and EPA works approval application for 70 Ordish Road, Dandenong South.  c) Informal opening of the Springvale Community Hub and Library on 20 September 2020.  d) Scheduled meeting with State Members in relation to anti-social behaviours in the Dandenong West area.  e) Past and present Springvale Benevolent Society funding.  f) Strategic land purchases across Greater Dandenong. (Cr Tim Dark and Cr Zaynoun Melhem disclosed conflicts of interest in this item and left the meeting during its discussion.)  g) Agenda items for the Council Meeting of 28 September 2020.  h) CEO/Councillors only session to discuss Integrity Governance report on management of Dandenong Market and Board (CONFIDENTIAL). (Cr Jim Memeti disclosed a conflict of interest in this item and left the meeting during its discussion.)</p>	<p><b><i>21 September 2020</i></b></p>
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**Apologies**

- Cr Maria Sampey and Cr Loi Troung submitted apologies for the Councillor Briefing Session on 21 September 2020.

**Recommendation**

**That:**

1. the information contained in this report be received and noted; and
2. the information discussed at the above listed meetings that was declared confidential in items 1(b) & 4(h) by the Chief Executive Officer under sections 77(2)(c) of the *Local Government Act 1989* and section 3(1) of the *Local Government Act 2020* remains confidential until further advisement unless that information forms the subject of a subsequent Council report.

#### **4.2.4 List of Registered Correspondence to Mayor and Councillors**

File Id:	qA283304
Responsible Officer:	Director Corporate Services
Attachments:	Correspondence Received 21 September – 2 October 2020

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***The recommendation for this report does not contravene section 69 of the Local Government Act 2020, nor does it represent a significant decision under Council's Election Period (Caretaker) Policy.***

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#### **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 21 September – 2 October 2020.

#### **Recommendation**

**That the listed items provided in Attachment 1 for the period 21 September – 2 October 2020 be received and noted.**

**4.2.4 List of Registered Correspondence to Mayor and Councillors (Cont.)**

**OTHER**

**LIST OF REGISTERED CORRESPONDENCE TO  
MAYOR AND COUNCILLORS**

**ATTACHMENT 1**

**CORRESPONDENCE RECEIVED  
21 SEPTEMBER - 2 OCTOBER  
2020**

**PAGES 3 (including cover)**

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

## ORDINARY COUNCIL MEETING - AGENDA

**4.2.4 List of Registered Correspondence to Mayor and Councillors (Cont.)****Objective**

CONNECTED. COLLABORATIVE. COMMUNITY.

**Correspondences addressed to the Mayor and Councillors received between 21/09/20 & 02/10/20 - for officer action - total = 3**

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Assigned
A request from a Noble Park resident to cease rent for any traders at the Dandenong Market.	18-Sep-20	01-Oct-20	fA200645	Mayor & Councillors EA
A letter from the South East Environmental Group urging Council to appeal VCAT's decision in relation to 70 Ordish Road, Dandenong South.	28-Sep-20	28-Sep-20	fA200423	CPDA
A letter from <i>No Balloon Release Australia</i> asking for Council to support their campaign to prevent helium balloon releases.	02-Oct-20	02-Oct-20	fA200771	CPDA

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

## ORDINARY COUNCIL MEETING - AGENDA

**4.2.4 List of Registered Correspondence to Mayor and Councillors (Cont.)****Objective**

CONNECTED. COLLABORATIVE. COMMUNITY.

**Correspondences addressed to the Mayor and Councillors received between 21/09/20 & 02/10/20 - for information only - total = 3**

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Assigned
A letter from Welcoming Australia providing Stories of Welcome Volume 1 - a resource that advances an Australia where everyone can belong and participate in social, cultural, economic and civic life.	21-Sep-20	21-Sep-20	A6867356	Mayor & Councillors EA
Concerns from a local resident regarding dangerous tree branches requiring trimming.	28-Sep-20	29-Sep-20	A6893439	Mayor & Councillors EA
A request to Cr Chea from Jesuit Social Services for donations to help vulnerable people remain connected during the COVID-19 pandemic.	25-Sep-20	01-Oct-20	A6898748	Mayor & Councillors EA

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

## **5 NOTICES OF MOTION**

A notice of motion is a notice setting out the text of a motion proposed to be moved at the next relevant meeting. It must be in writing, signed by a Councillor, and be lodged with the Chief Executive Officer in sufficient time for 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.

## **6 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.

## **7 URGENT BUSINESS**

No business may be admitted as urgent business unless it:

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