



**GREATER
DANDENONG**
City of Opportunity

AGENDA

MONDAY 22 AUGUST 2022

Commencing at 7:00 PM

COUNCIL MEETING

At the time of printing this Agenda, the Council Meeting to be held on Monday 22 August 2022, will be open to the public but will be subject to venue seating capacity.

If we are unable to accommodate you indoors, you will still be able to watch the webcast live on the Urban Screen in Harmony Square.

To view the webcast and stay informed of the status of Council Meetings please visit Council's [website](#).

The Civic Centre basement carpark will be opened for members of the public attending Council Meetings to park between 6.45pm-7.30pm (sharp). Any parking in this area will be subject to availability.

COUNCIL CHAMBERS
225 Lonsdale Street, Dandenong VIC 3175

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1 MEETING OPENING

1.1 ATTENDANCE

Apologies

Cr Angela Long - Leave of Absence

1.2 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS OF THE LAND

Council acknowledges the Traditional Owners and Custodians of this land, the Bunurong people and pay our respects to their Elders past, present and emerging while also recognising their deep and continuing connections to climate, culture and country.

We also pay our respect to all Aboriginal and Torres Strait Islander peoples and their Elders and acknowledge their journey.

1.3 OFFERING OF PRAYER, REFLECTION OR AFFIRMATION

As part of Council's commitment to recognising the cultural and spiritual diversity of our community, the prayer, reflection or affirmation this evening will be offered by Venerable Bodhicitta from the International Centre for Inner Peace & Happiness, a member of the Greater Dandenong Interfaith Network.

1.4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Meeting of Council held 8 August 2022.

Recommendation

That the minutes of the Meeting of Council held 8 August 2022 be confirmed.

1.5 DISCLOSURES OF INTEREST

Any interest that a Councillor or staff member has deemed to be significant and has disclosed as either a material or general interest is now considered to be a conflict of interest. Conflict of Interest legislation is detailed in Division 2 – Conflicts of Interest: sections 126, 127, 128, 129 & 130 of the *Local Government Act 2020*. This legislation can be obtained by contacting the Greater Dandenong Governance Unit on 8571 5216 or by accessing the Victorian Legislation and Parliamentary Documents website at www.legislation.vic.gov.au.

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

- 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:	Manager Governance

Report Summary

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

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

Recommendation Summary

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

2.1.1 Documents for Sealing (Cont.)

Item Summary

There is one (1) item being presented to Council's meeting of 22 August 2022 for signing and sealing as follows:

1. An Instrument of Appointment of Authorised Officer under the provisions of the Local Government Act 1989, the Local Government Act 2020, the Heritage Act 2017, the Infringements Act 2006, the Land Acquisitions and Compensation Act 1986, the Planning and Environment Act 1987, the Sex Work Act 1994, the Subdivisions Act 1988, the Victorian Civil and Administrative Tribunal Act 1998 and the Regulations made under each of those Acts; the Local Laws made under the Local Government Act 1989 and the Local Government Act 2020; and any other Act, Regulation or delegated legislation (including the Greater Dandenong Planning Scheme) which relates to the powers of the Council made under the provisions and enactments described. This instrument enables the following Council officer to carry out the statutory responsibilities of the above Acts and is subject to policy and delegations previously adopted by Council:
 - Calum Pike

Recommendation

That the listed documents be signed and sealed.

2.2 DOCUMENTS FOR TABLING

2.2.1 Petitions and Joint Letters

File Id:	qA228025
Responsible Officer:	Manager Governance
Attachments:	Petitions and Joint Letters

Report Summary

Council receives a number of petitions and joint letters on a regular basis that deal with a variety of issues which have an impact upon the City.

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

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

1. the full text of any petitions or joint letters received;
2. petitions or joint letters still being considered for Council response as pending a final response along with the date they were received; and
3. the final complete response to any outstanding petition or joint letter previously tabled along with the full text of the original petition or joint letter and the date it was responded to.

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

2.2.1 Petitions and Joint Letters (Cont.)

Petitions and Joint Letters Tabled

Council received no new petitions and no joint letters prior to the Council Meeting of 22 August 2022.

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 this report and Attachment be received and noted.

2.2.1 Petitions and Joint Letters (Cont.)

DOCUMENTS FOR TABLING

PETITIONS AND JOINT LETTERS

ATTACHMENT 1

PETITIONS AND JOINT LETTERS

PAGES 6 (including cover)

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

2.2.1 Petitions and Joint Letters (Cont.)

Date Received	• Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
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If the details of the attachment are unclear please contact Governance on 8571 1000.

2.2.1 Petitions and Joint Letters (Cont.)

Date Received	• Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
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If the details of the attachment are unclear please contact Governance on 8571 1000.

2.3 STATUTORY PLANNING APPLICATIONS

2.3.1 Planning Decisions Issued by Planning Minister's Delegate - July 2022

File Id:	qA280444
Responsible Officer:	Director City Planning Design & Amenity
Attachments:	Planning Declared Area Delegated Decisions – July 2022 Att 1

Report Summary

This report provides Council with an update on the exercise of delegation by Planning Minister's delegate.

It provides a listing of Town Planning applications that were either decided or closed under delegation or withdrawn by applicants in July 2022.

It should be noted that where permits and notices of decision to grant permits have been issued, these applications have been assessed as being generally consistent with the Planning Scheme and Council's policies.

Application numbers with a PDA#.01 or similar, are applications making amendments to previously approved planning permits.

Recommendation

That the items be received and noted

2.3.1 Planning Decisions Issued by Planning Minister's Delegate - July 2022 (Cont.)

STATUTORY PLANNING APPLICATIONS

**PLANNING DECISIONS ISSUED BY PLANNING MINISTER'S
DELEGATES – JULY 2022**

ATTACHMENT 1

**PLANNING DECLARED AREA
DELEGATED DECISIONS
JULY 2022**

PAGES 2 (including cover)

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

2.3.1 Planning Decisions Issued by Planning Minister's Delegate - July 2022 (Cont.)

PDA Delegated Decisions Issued 01/07/2022 to 31/07/2022

City of Greater Dandenong

Application ID	Property Address	Applicant	Description	Notes	Authority	Decision	Decision Notified	Ward
PDA12/0007/02	69 McCrae Street DANDENONG VIC 3175	Baldasso Cortese Pty Ltd	AMENDMENT TO: Buildings and works associated with the construction of a four storey (plus semi basement) building and a reduction in the car parking requirements	Residential Growth 1 Zone	Delegate	AmendPerm	06/07/2022	Dandenong
Total :							1	

1

01/08/2022

EANTOS

1

01/08/2022

2.3.2 Planning Delegated Decisions Issued - July 2022

File Id:	qA280
Responsible Officer:	Director City Planning Design & Amenity
Attachments:	Planning Delegated Decisions Issued - July 2022 Att 1

Report Summary

This report provides Council with an update on the exercise of delegation by Council officers.

It provides a listing of Town Planning applications that were either decided or closed under delegation or withdrawn by applicants in July 2022.

It should be noted that where permits and notices of decision to grant permits have been issued, these applications have been assessed as being generally consistent with the Planning Scheme and Council's policies.

Application numbers with a PLA#, PLN#.01 or similar, are applications making amendments to previously approved planning permits.

The annotation 'SPEAR' (Streamlined Planning through Electronic Applications and Referrals) identifies where an application has been submitted electronically. SPEAR allows users to process planning permits and subdivision applications online.

Recommendation

That the items be received and noted.

2.3.2 Planning Delegated Decisions Issued - July 2022 (Cont.)

STATUTORY PLANNING APPLICATIONS

**PLANNING DELEGATED DECISIONS ISSUED -
JULY 2022**

ATTACHMENT 1

**PLANNING DELEGATED
DECISIONS ISSUED
JULY 2022**

PAGES 10 (including cover)

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

2.3.2 Planning Delegated Decisions Issued - July 2022 (Cont.)

City of Greater Dandenong

Planning Delegated Decisions Issued from 01/07/2022 to 31/07/2022

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA21/0049	PinAppAmd	No	46 Power Street DANDENONG VIC 3175	Jova Drafting Consultants	AMENDMENT TO: Development of the land for five (5) double storey dwellings (PLN20/0185)	Amend permit to allow for 6 dwellings instead of 5	Delegate	AmendPerm	06/07/2022	Dandenong
PLA21/0622	PinAppAmd	No	23 Leonard Avenue NOBLE PARK VIC 3174	Hertland Group Pty Ltd	AMENDMENT TO: Development of the land for six (6) double storey dwellings (PLN20/0263)	Amend endorsed plans to allow layout alterations	Delegate	AmendPerm	04/07/2022	Noble Park
PLA22/0011	PinAppAmd	No	2-4 Stud Road DANDENONG VIC 3175	Hungry Jack's Pty Ltd	AMENDMENT TO: Development of the land for external alterations to the existing building and display of advertising signs DECLARED AREA (PLN18/0619)	Amend endorsed plans to allow for the creation of a dual drive-thru	Delegate	AmendPerm	15/07/2022	Cleland
PLA22/0017	PinAppAmd	No	1 Gardiner Avenue DANDENONG NORTH VIC 3175	RD Design and Drafting Pty Ltd	AMENDMENT TO: Development of the land for two (2) double storey dwellings (PLN20/0381)	Amend endorsed plans to allow changes to site and ground floor plans	Delegate	AmendPerm	15/07/2022	Noble Park North
PLA22/0022	PinAppAmd	No	79A Herbert Street DANDENONG VIC 3175	Young Buddhist Research and Cultural Centre	AMENDMENT TO: Use of the land for a place of assembly (cultural centre) and display of business identification signage (PLN20/0061)	Amend permit Condition 7 to allow additional hours and days of operation; amend signage plan	Delegate	AmendPerm	15/07/2022	Cleland

01/08/2022

1

EANTOS

2.3.2 Planning Delegated Decisions Issued - July 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA22/0025	PInAppAnd	No	39 Anniel Street SPRINGVALE VIC 3171	KMT Design Pty Ltd	AMENDMENT TO: Development of the land for four (4) double storey dwellings (PLN19/0526)	Amend endorsed plans to relocate the garage of dwelling 4	Delegate	AmendPerm	28/07/2022	Springvale North
PLA22/0032	PInAppAnd	No	13-37 Lonsdale Street DANDENONG VIC 3175	Harding Architects Pty Ltd	AMENDMENT TO: Buildings and Works (Alterations & Additions to Existing Car Showroom) (PLN20/0142)	Amend endorsed plans to allow small building extension to rear of site	Delegate	AmendPerm	29/07/2022	Dandenong
PLA22/0035	PInAppAnd	No	24 Raymond Street NOBLE PARK VIC 3174	WH Ngool	AMENDMENT TO: Development of the land for three (3) double storey dwellings (PLN21/0534)	Delete permit Condition 1.6 for dwelling 3 garage constructed as carport and replacing with perforated garage door	Delegate	AmendPerm	28/07/2022	Noble Park
PLA22/0043	PInAppVcA	Yes	5 Timor Circuit KEYSBOROUGH VIC 3173	DHF Design	AMENDMENT TO: Construction of a mezzanine floor and reduction to the car parking requirements VICSMART (PLN22/0092)	Amend endorsed plans to allow increase of new mezzanine as per permit	Delegate	AmendPerm	04/07/2022	Keysborough South
PLA22/0047	PInAppAnd	No	1 Glynda Street DANDENONG VIC 3175	B Ferati, C Tsourounakis	AMENDMENT TO: Development of the land for two (2) double storey dwellings (PLN21/0237)	Delete permit Conditions 1.1 allowing for the 1st floor balcony deletion, and the reinstatement of balcony structure for dwelling two (2) in endorsed plans	Delegate	AmendPerm	28/07/2022	Dandenong
PLA22/0054	PInAppAnd	No	32/112 Stud Road DANDENONG VIC 3175	Install a Veranda	AMENDMENT TO: Construction of a veranda to an existing dwelling (parent PLN21/0679)	Amend endorsed plans to reduce size of veranda	Delegate	AmendPerm	13/07/2022	Cleeland
EANTOS					2				01/08/2022	

2.3.2 Planning Delegated Decisions Issued - July 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA22/0055	PInAppAnd	No	249-251 Perry Road KEYSBOROUGH VIC 3173	Dormi Constructions	AMENDMENT TO: Development of the land for two (2) warehouses, subdivision of land, reduction in car parking requirements and creation of reserves (PLN21/0455)	Amend permit preamble and endorsed plans to allow creation of easement	Delegate	AmendPerm	14/07/2022	Keysborough South
PLA22/0060	PInAppAnd	No	1-5 Cheltenham Road DANDENONG VIC 3175	Caroline Radisson Property	AMENDMENT TO: Adult Sex Bookshop & Signage (PLN02/0683) DECLARED AREA Referred to DELWP	Comprehensive Development Zone 2, 1 x illuminated sign, 2 x posters	Applicant	Withdrawn	05/07/2022	Dandenong
PLA22/0065	PInAppAnd	No	2A/218-220 Springvale Road SPRINGVALE VIC 3171	P Truong	AMENDMENT TO: Buildings and works comprising of alterations to the facade, and to sell and consume liquor associated with a Restaurant (PLN19/0243)	Amend planning permit to delete condition 14 relating to music on premises	Delegate	AmendPerm	27/07/2022	Springvale Central
PLN20/0511	PInApp	No	177-179 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	Utility Solutions Group Pty Ltd c/- KLM Spatial	Use and development of the land for a contractor's depot and alteration of access to a road in a Transport Zone 2	Industrial 1 Zone	Delegate	PlanPermit	29/07/2022	Dandenong
PLN21/0459	PInApp	No	26 Nicholas Drive DANDENONG SOUTH VIC 3175	Creative Living Innovations Pty Ltd	The development of the land for a warehouse building	Industrial 1 Zone, 687/sqm, warehouse and ancillary office	Delegate	PlanPermit	08/07/2022	Dandenong
PLN21/0484	PInApp	No	Highways Tabaret 591-659 Princes Highway SPRINGVALE VIC 3171	Melbourne Racing Club	Subdivision of the land into two (2) lots SPEAR	Commercial	Delegate	PlanPermit	15/07/2022	Springvale North
EANTOS					3				01/08/2022	

2.3.2 Planning Delegated Decisions Issued - July 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0490	PInApp	No	6 Grace Avenue DANDENONG VIC 3175	Van Damme Design	Development of the land for six (6) double storey dwellings	General Residential 1 Zone, 1507sqm	Delegate	NOD	28/07/2022	Cleland
PLN21/0523	PInApp	No	21 Philip Street DANDENONG NORTH VIC 3175	Southern Planning Consultants	Development of the land for two (2) double storey dwellings	General Residential 1 Zone, 628sqm	Delegate	PlanPermit	22/07/2022	Cleland
PLN21/0539	PInApp	No	70 Hughes Crescent DANDENONG NORTH VIC 3175	C2 Architects Pty Ltd	Development of the land for a double-storey dwelling to the side of an existing dwelling and alterations and additions to the existing dwelling	General Residential 1 Zone, 624sqm	Delegate	NOD	28/07/2022	Cleland
PLN21/0562	PInApp	No	13 Burden Street SPRINGVALE VIC 3171	RD Design and Drafting Pty Ltd	Development of the land for two (2) double-storey dwellings to the rear of one (1) existing triple-storey dwelling	Proposal fails to satisfy Clause 22.09-3.1 (Residential Development and Neighbourhood Character), Clause 22.09-3.3 (Incremental Change Areas) and Objectives and Standards of Clause 55	Delegate	Refusal	19/07/2022	Springvale North
PLN21/0682	PInApp	No	578 Springvale Road SPRINGVALE SOUTH VIC 3172	Eagleheart Health Spaces P/L	Use and development of the land for a medical centre, alteration of access to a road in a Road Zone Category 1 and to display signage	General Residential 1 Zone, 980sqm, construction of a three storey medical centre with ancillary medical spaces including a pharmacy and pathology centre, illuminated business identification signage	Delegate	NOD	15/07/2022	Springvale South
PLN21/0717	PInApp	No	1037 Heatherton Road NOBLE PARK VIC 3174	ABS Design & Construction Services	Development of the land for three (3) dwellings (two double storey and one single storey to the rear) and to create or alter access to a Transport Zone 2	General Residential 1 Zone, 705sqm	Delegate	PlanPermit	13/07/2022	Springvale Central
EANTOS					4				01/08/2022	

2.3.2 Planning Delegated Decisions Issued - July 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0725	PtnApp	No	46 Darren Road SPRINGVALE SOUTH VIC 3172	DD Planning	Use and development of the land for a child care centre and development of the land for dwellings	No response to further information request	Delegate	Lapsed	13/07/2022	Keysborough
PLN22/0016	PtnApp	No	121 Kelvinside Road NOBLE PARK VIC 3174	Architekton Ltd	Development of the land for one (1) double storey dwelling to the rear of an existing dwelling with alterations and additions to the existing dwelling, and subdivision of the land into two (2) lots	General Residential 1 Zone, 738sqm	Delegate	PlanPermit	27/07/2022	Springvale North
PLN22/0025	PtnApp	No	49 Stuart Street NOBLE PARK VIC 3174	Tamvakis Group P/L	Development of the land for two (2) dwellings (one (1) double storey dwelling and one (1) single storey dwelling to the rear)	No response to further information request	Delegate	Lapsed	26/07/2022	Noble Park
PLN22/0049	PtnApp	No	C3 201-303 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	M Banovic	Buildings and Works (Mezzanine)	Industrial 1 Zone retrospective approval of mezzanine floor	Delegate	PlanPermit	20/07/2022	Dandenong
PLN22/0050	PtnApp	No	C6 291-303 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	M Banovic	Buildings and Works (Mezzanine)	Industrial 1 Zone retrospective approval for mezzanine	Delegate	PlanPermit	20/07/2022	Dandenong
PLN22/0067	PtnApp	No	76 Menzies Avenue DANDENONG NORTH VIC 3175	P Damangir	The development of the land for one (1) double storey dwelling and one (1) single storey dwelling to the rear	General Residential 1 Zone, 579sqm	Delegate	PlanPermit	01/07/2022	Cleeland
EANTOS					5				01/08/2022	

2.3.2 Planning Delegated Decisions Issued - July 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN22/0074	PtnApp	No	1-5 Thomas Murrell Crescent DANDENONG SOUTH VIC 3175	Pacific Petroleum	To display signs (including internally illuminated business identification signs and an internally illuminated business identification pylon sign)	Industrial 2 Zone, Business Identification x 5 and free standing pylon sign	Delegate	PlanPermit	29/07/2022	Dandenong
PLN22/0079	PtnApp	No	240 Railway Parade NOBLE PARK VIC 3174	Sheridans Snacks Australia Pty Ltd	Use of the land for industry (food manufacturing)	Commercial 1 Zone, food manufacturing	Delegate	PlanPermit	15/07/2022	Yarraman
PLN22/0150	PtnApp	No	1/1667-1669 Centre Road SPRINGVALE VIC 3171	Solar Training Centre	To use part of the land for an Education Centre (Employment Training Centre)	Industrial 1 Zone, solar training centre	Delegate	PlanPermit	11/07/2022	Springvale North
PLN22/0158	PtnApp	No	25-29 Carter Way DANDENONG SOUTH VIC 3175	ESR Australia	To display business identification signage	Commercial 2 Zone & Transport Road 2 Zone, business identification and wayfinding signs	Delegate	PlanPermit	15/07/2022	Dandenong
PLN22/0184	PtnApp	No	6 Gretana Street DANDENONG VIC 3175	E Imer	Development of the land for two (2) double storey dwellings on a lot	No response to further information request	Delegate	Lapsed	28/07/2022	Dandenong
PLN22/0188	PtnApp	No	6/3 Olive Grove KEYSBOROUGH VIC 3173	S Liyana Arachchige	Construction of a mezzanine floor	Industrial 1 Zone	Delegate	PlanPermit	14/07/2022	Keysborough
EANTOS					6				01/08/2022	

2.3.2 Planning Delegated Decisions Issued - July 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN22/0206	P/nApp	No	43-43 Princes Highway DANDENONG SOUTH VIC 3175	ESR Australia	Display internally illuminated and non-illuminated business identification signage exceeding 8m²	Commercial 2 Zone, 2 illuminated pylon signs	Delegate	PlanPermit	29/07/2022	Dandenong
PLN22/0207	P/nApp	No	100-130 Abbots Road DANDENONG SOUTH VIC 3175	ESR Australia	Display a business identification pylon sign	Industrial 1 Zone, illuminated business signage	Delegate	PlanPermit	29/07/2022	Dandenong
PLN22/0226	P/nApp	No	349 Perry Road DANDENONG SOUTH VIC 3175	ESR Australia	Display business identification signage	Industrial 1 Zone, business identification	Delegate	PlanPermit	25/07/2022	Keysborough South
PLN22/0231	P/nApp	No	7 Bass Court KEYSBOROUGH VIC 3173	Phil Bernardo Drafting Pty Ltd	Development of the land for a Warehouse	Industrial 1 Zone, 921 sqm, development of warehouse and ancillary office	Delegate	PlanPermit	15/07/2022	Keysborough South
PLN22/0233	P/nApp	No	6 Tasman Court KEYSBOROUGH VIC 3173	AMS Pty Ltd	Subdivision of the land into eight (8) lots and creation of easements SPEAR	Industrial	Delegate	PlanPermit	14/07/2022	Keysborough South
PLN22/0236	P/nApp	No	43 Hope Street SPRINGVALE VIC 3171	Nobelius Land Surveyors Pty Ltd	Subdivision of land into three (3) lots SPEAR	Residential	Delegate	PlanPermit	28/07/2022	Springvale North
EANTOS					7				01/08/2022	

2.3.2 Planning Delegated Decisions Issued - July 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN22/0267	PInAppV/c	Yes	1/22 Yiamis Court SPRINGVALE VIC 3171	P Truong	Buildings and Works (Storage Shed) VICSMART	Proposal is contrary to decision guideline (59.04) and the conditions in planning permit TP87/337	Delegate	Refusal	14/07/2022	Springvale North
PLN22/0279	PInAppV/c	Yes	13-1-149 National Drive DANDENONG SOUTH VIC 3175	Pellicano Investments Pty Ltd	Construction of a mezzanine floor	Industrial 1 Zone, construction of mezzanine within an existing warehouse	Delegate	PlanPermit	05/07/2022	Dandenong
PLN22/0282	PInAppV/c	Yes	1/31 Princess Highway DANDENONG VIC 3175	Whelan Design	Building and Works (Infill entrance canopy) DECLARED AREA (VICSMART)	Comprehensive Development 2 Zone, extension to porch area	Delegate	PlanPermit	06/07/2022	Dandenong
PLN22/0283	PInApp	No	307 Gladstone Road DANDENONG NORTH VIC 3175	We Care Community Services	Construction of a mezzanine floor	Neighbourhood Residential 1 Zone, mezzanine floor space to store various food supply	Delegate	PlanPermit	14/07/2022	Dandenong North
PLN22/0287	PInAppV/c	Yes	2/3 Olive Grove KEYSBOROUGH VIC 3173	MJPG Property Pty Ltd	Construction of a mezzanine floor VICSMART	Industrial 1 Zone, construction of a mezzanine within an existing warehouse	Delegate	PlanPermit	18/07/2022	Keysborough
PLN22/0295	PInAppV/c	Yes	5 Bennet Street DANDENONG VIC 3175	Bojak Brewing Pty Ltd	Construction of a pergola VICSMART	Industrial 1 Zone, construction of free standing pergola	Delegate	PlanPermit	15/07/2022	Dandenong
EANTOS					8				01/08/2022	

2.3.2 Planning Delegated Decisions Issued - July 2022 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN22/0296	PtnAppVic	Yes	855-891 Springvale Road KEYSBOROUGH VIC 3173	Heilebury College	Buildings and Works (Water Tank) VICSMART	General Residential 1 Zone, installation of a water tank	Delegate	PlanPermit	06/07/2022	Keysborough South
PLN22/0323	PtnAppVic	Yes	10 Wembley Court SPRINGVALE SOUTH VIC 3172	NL Yang, BL Yang	Subdivision of the land into two (2) lots SPEAR VICSMART	Residential	Delegate	PlanPermit	26/07/2022	Springvale South
49										
EANTOS					9				01/08/2022	

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493)

File Id:	A8930074
Responsible Officer:	Director City Planning Design & Amenity
Attachments:	Assessed Plans Location of Objections Clause 22 Assessment Clause 52 Assessment Clause 55 Assessment

Application Summary

Applicant:	Sophie Loddó, Acorn Planning
Proposal:	Development of the land for four (4) double storey dwellings
Zone:	General Residential Zone, Schedule 1
Overlay:	Not applicable
Ward:	Springvale North

The application has been brought before Council because it has received two (2) objections.

The application proposes the development of the land for four (4) double storey dwellings.

A permit is required pursuant to Clause 32.08-6 (GRZ) of the Greater Dandenong Planning Scheme to construct two or more dwellings on a lot.

Objectors Summary

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

- Overdevelopment
- Neighbourhood Character
- Construction impacts
- Overshadowing

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

- Removal of significant trees
- Inadequate parking / traffic impacts
- Noise impacts

Assessment Summary

The proposal has been assessed against the relevant requirements of the Greater Dandenong Planning Scheme and is considered appropriate for the site. The subject site is well suited for a medium density development given the location within close proximity to the main roads of Corrigan Road, Princes Highway and Lightwood Road.

The development is considered to be respectful of the existing and preferred neighbourhood character by providing sufficient setbacks from the side and rear boundaries to allow for reasonable landscaping to occur, subject to conditions. The well articulated, staggered first floor footprints provided to the rear of the site reduce the building bulk and protect adjoining sensitive interfaces. Additionally, the substantial separation provided between each dwelling at first floor lessens the visual appearance of the double storey form when viewed from the streetscape and adjoining residential properties.

Recommendation Summary

As assessed, officers consider this proposal to be generally compliant with all of the relevant provisions of the Greater Dandenong Planning Scheme. All grounds of objection have been considered, and Council officers are of the view that on balance, the proposal's degree of compliance with the Planning Scheme justifies that the application should be supported. Therefore, it is recommended that a Notice of Decision (which provides appeal rights to objectors) to grant a permit be issued subject to the conditions as set out in the recommendation.

If the application was to be appealed to VCAT, it is the officer's view that it is highly likely that VCAT would also issue a planning permit for this proposal.

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Subject Site and Surrounds

Subject Site

The subject site is a rectangular shaped allotment located on the eastern side of Kelvinside Road within a residential area of Noble Park.

- The lot has a frontage of 20.12 metres connecting to Kelvinside Road, a depth of 48.77 metres and an overall a site area of 981 square metres.
- The subject site contains a single storey dwelling with a connected garage and wall along the northern side boundary. The existing dwelling has a front setback of 9 metres from Kelvinside Road.
- Access to the site is via a single width crossover to the western frontage.
- The subject site slopes towards from Kelvinside Road with the highest point provided at the eastern rear.
- The site has scattered, non significant vegetation present to the front and rear of the existing dwelling.

Surrounding Area

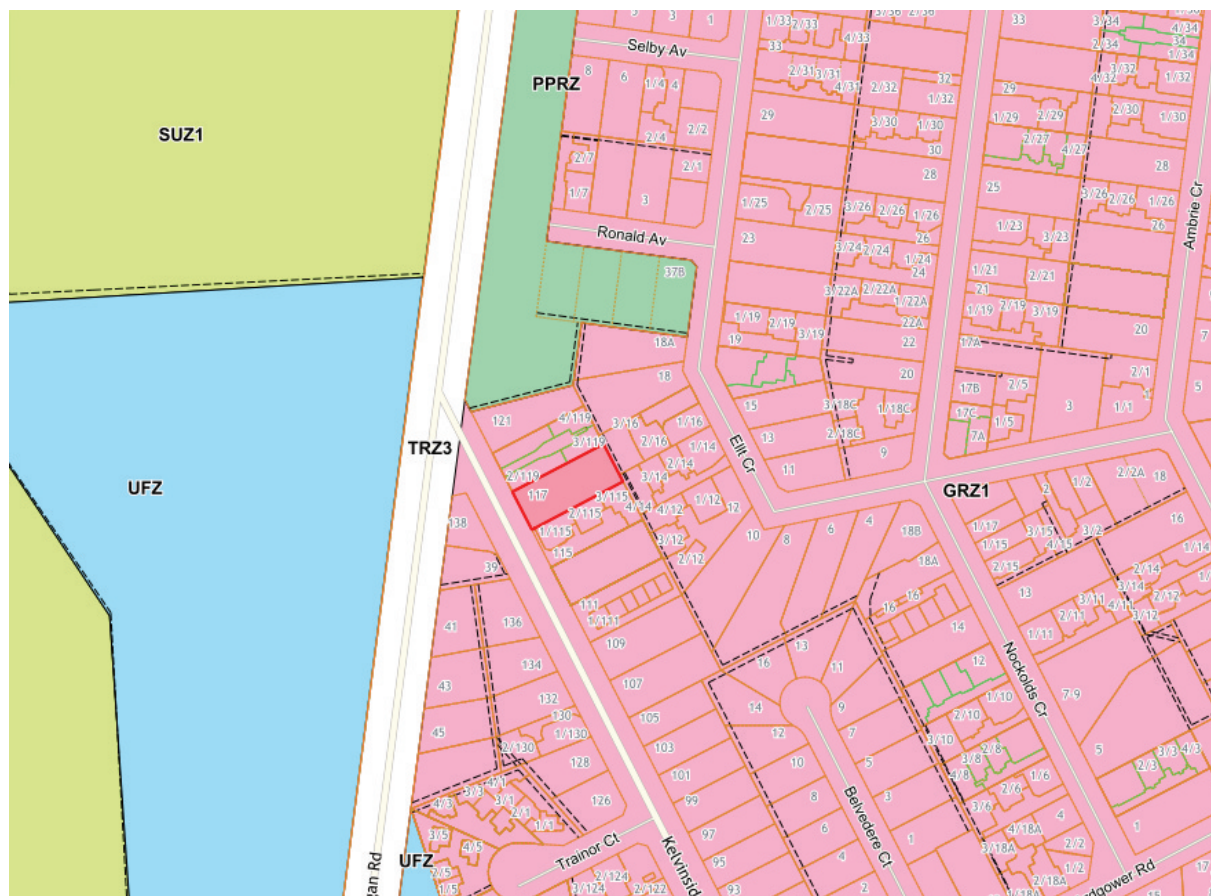
- The surrounding land within Kelvinside Road and adjoining streets to the east are zoned General Residential Zone - Schedule 1. Existing development within the immediate area consists of a mixture of single and double storey dwellings with older housing stock slowly being replaced with multi-dwelling developments, predominantly double storey in height.
- Kelvinside Road runs north to south slightly skewed to the west connecting to Corrigan Road at the northern end.
- The Noble Park Activity Centre is located approximately 970 metres to the south, as the crow flies.
- The following residential properties about the site:
 - To the northern side boundary, the site adjoins four double storey dwellings in the same configuration as proposed, with the accessway to the centre of the site, and areas of secluded private space and car parking to the sides and rear of the dwellings;
 - To the southern side boundary, the site adjoins three single storey dwellings with the accessway present along the southern rear boundary and ground floor private open spaces along the northern side boundary;
 - To the eastern rear, the site abuts two existing developments, one consisting of two double storey dwellings and the other four dwellings, three of which are double storey with a single storey to the rear.

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Locality Plan



2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)



Background

Previous Applications

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

Proposal

The application proposes the development of four (4) double storey dwellings and associated works.

The dwellings are sited in a court-bowl configuration with a single width crossover and accessway running through the centre of the site, connecting to dwellings one and three along the northern boundary and dwellings two and four along the southern boundary.

At ground floor, each dwelling contains an entry, one (1) bedroom, an ensuite, bathroom, laundry and an open living / kitchen / dining area. At first floor each dwelling contains a further three (3) bedrooms for a total of four (4) bedrooms per dwelling.

The details of the proposal are as follows:

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Type of proposal	Multi dwellings
Number of dwellings	Four (4)
Levels	All double storey
Height	The proposed development would have a maximum building height of 6.7 metres.
Orientated to	Kelvinside Road
External materials	Render cladding, weatherboard and brick exterior
Minimum setbacks (<i>encompasses all dwellings</i>)	North Dwelling 1, garage 1 and 3 walls on boundary, Dwelling 3 setback 1.4 metres South Dwelling 2, garage 2 and 4 walls on boundary, Dwelling 4 setback 1.4 metres West (frontage) 6.8 metres East (rear) 2.3 metres
Open space	Dwelling One An area of 78 square metres consisting of a minimum area of 30 square metres to the rear of the dwelling with a minimum dimension of 5 metres and convenient access from a living room. Dwelling Two An area of 78 square metres consisting of a minimum area of 30 square metres to the rear of the dwelling with a minimum dimension of 5 metres and convenient access from a living room. Dwelling Three

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

	<p>An area of 59 square metres consisting of a minimum area of 30 square metres to the rear of the dwelling with a minimum dimension of 5 metres and convenient access from a living room.</p> <p>Dwelling Four</p> <p>An area of 59 square metres consisting of a minimum area of 30 square metres to the rear of the dwelling with a minimum dimension of 5 metres and convenient access from a living room.</p>
No. of Bedrooms	Four (4) bedrooms per dwelling
Number of Car parking Spaces provided	A total of eight (8) car parking spaces provided
Number of Car parking Spaces required	<p>One (1) car parking space is required for each one or two bedroom dwelling and two (2) car parking spaces are required for each three or more bedroom dwelling.</p> <p>A total of eight (8) car parking spaces are required in the form of a double car garage per dwelling.</p> <p>The number of car spaces provided complies with Clause 52.06 (Car parking).</p>
Type of car parking	A double garage is provided to each dwelling to the centre of the site
Access	Access is provided via a new crossover and the accessway is located to the centre of the site.
Front Fence	1.2 metre high front fence proposed
Garden area required	<p>Site area is 981 sqm = 343.35 sqm or 35% required</p> <p>355.6 sqm or 36% is provided</p> <p>The proposal complies with the minimum garden area requirement to Clause 32.08-4.</p>

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Victorian Charter of Human Rights and Responsibilities

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

Financial Implications

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:

- Pursuant to Clause 32.08-6 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, 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.

Overlay Controls

No overlays affect the subject site or surrounding area.

Planning Policy Framework

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

- (a) *To provide for the fair, orderly, economic and sustainable use, and development of land.*
- (b) *To provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity.*

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

(c) To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria.

(d) To conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value.

(e) To protect public utilities and other facilities for the benefit of the community.

(f) To facilitate development in accordance with the objectives set out in paragraphs (a), (b), (c), (d) and (e).

(g) To balance the present and future interests of all Victorians.

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

Clause 11 Settlement states that planning is to anticipate and respond to the needs of existing and future communities through provision of zoned and serviced land for housing, amongst others.

Managing growth is the focus of **Clause 11.02** which includes an objective that aims to ensure a sufficient supply of land is available for residential development, which is relevant to the current application.

Clause 15 Built environment and heritage seeks to ensure that planning achieves high quality urban design and architecture that meets a number of objectives. The following objectives are of relevance to the current application:

- *To create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity.*
- *To achieve building design outcomes that contribute positively to the local context and enhance the public realm.*
- *To recognise, support and protect neighbourhood character, cultural identity, and sense of place.*
- *To encourage land use and development that is energy and resource efficient, supports a cooler environment and minimises greenhouse gas emissions.*

Housing is the focus of **Clause 16** and includes the following provisions:

- *To facilitate well-located, integrated and diverse housing that meets community needs.*
- *To deliver more affordable housing closer to jobs, transport and services.*

There are a number of objectives of relevance to the current application under **Clause 18 Transport** including the following:

- *To create a safe and sustainable transport system by integrating land-use and transport.*
- *To promote the use of sustainable personal transport.*
- *To integrate planning for cycling with land use and development planning and encourage as alternative modes of travel.*

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

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.

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.*

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

- *Encourage the provision of housing that is adaptable to support the needs of the changing needs of present and future residents.*
- *Encourage innovative redevelopment and renewal of deteriorating housing stock and older styled higher-density apartments and multi-unit developments.*
- *Encourage new residential development that incorporates adequate space for the planting and the long term viability and safe retention of canopy trees.*
- *Respecting the valued, existing neighbourhood character within incremental and minimal change areas.*
- *Requiring medium-density developments to be site and locality responsive and to respect existing and proposed neighbourhood character.*

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

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

- *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*
 - *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 provides design principles to sites within the Incremental Change Areas (General Residential Zones).

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

It is policy to:

- *Ensure that new development respects the neighbourhood character of the area and considers the identified future character.*
- *Provide a transition in built form and density at the interface with the Substantial Change areas (zoned RGZ) or Activity Centres (zoned Commercial/Mixed Use/Comprehensive Development Zone).*
- *Achieve a transition in built form from the Incremental Change areas (zoned GRZ) to the surrounding Limited Change areas (zoned NRZ).*
- *Support future housing density at a lower intensity than in Substantial Change Areas, but a higher intensity than in Limited Change Areas.*
- *Encourage consolidation of allotments to increase development potential and achieve improved design outcomes.*
- *Apply the following Design Principles for all residential developments, in addition to those at Clause 22.09-3.1*

Particular Provisions

Car Parking (Clause 52.06)

The purposes of this provision, Clause 52.06, are:

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

The table at Clause 52.06-5 notes that a dwelling with one (1) or two (2) bedrooms requires one (1) car space and a dwelling with three (3) or more bedrooms require two (2) spaces to each dwelling. The site is not within the Principle Public Transport Network area map.

A total of eight (8) car parking spaces are required.

The proposal would provide two (2) car parking spaces to each dwelling given more than three (3) bedrooms are provided for each.

No visitor car space is required or provided.

The number of car spaces provided for the residents comply with Clause 52.06 (Car parking).

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

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

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

Two or more dwellings on a lot (Clause 55)

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

- *To construct two (2) or more dwellings on a lot.*

The purposes of this clause are:

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

A development:

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

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

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

Restrictive Covenant 2027803 is registered to the provided copy of Title and applies to the land.

The covenant restricts the excavation of the land and the removal of any earth, stone, clay, gravel or sand except for the purpose of excavating for the foundation of any building. The restriction also prohibits the manufacturing or winning of brick, tiles or pottery ware.

The proposed development does not breach the restriction.

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Community Vision 2040 and Council Plan 2021-25 – 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 the following Council departments for their consideration. The comments provided will be considered in the assessment of the application.

Department	Response
Civil Development	No objections, subject to conditions on permit
Transport Planning	No objections, subject to conditions on permit
ESD / Sustainability	No objections, subject to conditions on permit

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 Kelvinside Road

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

The notification has been carried out correctly.

Council has received two (2) objections to date.

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

Consultation

A consultative meeting was not held as the minimum four objections trigger for a consultative meeting was not met.

Summary of Grounds of Submissions/Objections

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

- **Overdevelopment**

An objector has raised concerns regarding the number of existing developments in the immediately surrounding area and the impacts caused by the increase of dwellings on subject site. It is considered that as the subject site is located within a General Residential Zone, it is suitably sized to accommodate four double dwellings, given sufficient parking and areas of ground level open space are provided. Additionally, the site is located with a well established residential area, within a close proximity to main roads and public transport.

Under Clause 22.09 Residential Development and Neighbourhood Character, the identified future character for sites within Incremental Change Areas (General Residential Zones) is for well designed townhouses, units and dual occupancies of up to two storeys with main living areas and open space generally at ground level. The proposed development of four (4) double storey dwellings on the site is considered to be consistent with the identified future character. It is considered that the proposed development responds to the features of the site and the surrounding area and is not an overdevelopment of the site.

- **Neighbourhood Character**

An objector has raised concerns that the proposed double storey impact across the site is too intense and not consistent with Clause 22.09 Residential Development and Neighbourhood Character. Pursuant to Clause 22.09-3.3 Incremental Changes Areas, double storey dwellings can be considered to the rear of sites if the following is met:

- *The visual impact does not adversely affect the identified future character of the area;*
- *Overlooking and 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; and*
- *Upper storey components are well recessed from adjoining sensitive interfaces.*

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

The proposed development is considered to be consistent with the surrounding sites and identified future character of the area. The first floor footprints of dwellings three and four (rear dwellings) are well recessed from the adjoining areas of secluded private open space, positioning the building bulk to the centre of the site. Additionally, the provided ground and first floor setbacks are considered to be suitable for landscaping purposes to appropriately screen the built form when viewed from sensitive interfaces.

Although the first floors to dwellings three and four (rear dwellings) are well sited, it has been considered that the proposed 3.9 metre first floor setback from the eastern rear boundary is uncharacteristic for the surrounding area and should be increased to a minimum of 5 metres at first floor (Condition 1.1) to accord with other similar developments in the surrounding area.

A full assessment of Clause 55 has been conducted and is an attachment to this report. This identifies that there are no overlooking impacts as first floor windows are obscured or screened appropriately to 1.7 metres above finished floor level and no overshadowing impacts are caused as more than 75% of adjoining areas of open space are unaffected by the development.

Considering the above, the design respects the existing neighbourhood character and contributes to the preferred neighbourhood character.

- **Construction noise impacts**

An objector is concerned that the proposed development will damage the retaining wall on the shared boundary between their property and the subject site as their decking is supported by the retaining wall posts. They are also concerned about damage caused to their dwelling, garage and stormwater infrastructure.

The objectors property is located at No. 2/119 Kelvinside Road, to the northwest of the site adjoining the proposed Dwelling One. The plans detail a 1.9 meter high paling fence and retaining wall existing along the shared boundary. It is considered that the development is required to be constructed in accordance with any set of endorsed plans, therefore maintaining the 1.9 metre high paling fence and retaining wall along the shared boundary. Additionally, it is noted that the construction process is outside of relevant planning considerations and will be dealt with by the applicable building surveyor to ensure these are carried out correctly.

- **Overshadowing**

The test for Overshadowing is set by Clause 55.04-5 (Overshadowing open space objectives) Standard B21. The proposed development has provided reasonable setbacks from neighbouring dwellings to the sides and rear. No significant overshadowing of neighbouring secluded private open spaces will occur. The applicant has provided overshadowing diagrams that demonstrate compliance with this standard.

- **Removal of significant vegetation**

An objector raised concerns at the number of trees proposed to be removed to facilitate the development. The trees present on site are not native or significant and do not require a planning permit for the removal. A complete landscaping plan has been submitted with the application

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

documents demonstrating substantial landscaping planting to the front, side and rear boundaries of the development including the planting of at least one (1) canopy tree within each front yard and within each rear area of secluded private open space.

- **Traffic and on street parking impacts**

The proposal complies with Clause 52.06 (Car parking) of the Greater Dandenong Planning Scheme. Clause 52.06 requires eight (8) car parking spaces, and eight (8) have been provided. Access to the site is considered reasonable, providing one crossover with visibility lines for safe entry and exit of the site while retaining the existing level of on street parking.

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.

- **Noise Impacts**

Residential noise is regulated by The Environment Protection (Residential Noise) Regulations 2018.

Assessment

The subject site is located within an established residential area and is well suited for the development of medium density housing given that the site is located within easy walking distance of many community facilities and public transport. The proposal also seeks to reduce pressure on the urban fringe by providing four (4) dwellings where previously one (1) existed through the redevelopment of the site, thereby ensuring that the housing required for the growing population is facilitated.

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 development of the land for four (4) dwellings, which is discussed below.

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 22.09 Residential Development and Neighbourhood Character;
- Clause 52.06 Car parking; and
- Clause 55 Two or more dwellings on a lot.

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.

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

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 proposal is of a high quality urban design, with physical recession, articulation, varied use of materials, textures and other visual interest.

The overall layout allows space for compliant private and secluded private open space and acceptable landscaping treatments such as a significant canopy trees and shrubbery plantings within well-proportioned setback areas to allow growth to maturity.

The proposal is also located within an area subject to incremental change with other multi-unit developments of a similar scale and massing being found within the surrounding residential area such as on the land at No. 119 Kelvinside Road abutting the northern side boundary which contains four (4) double storey dwellings. The proposal's compliance with Clause 22.09, Clause 52.06 and Clause 55 ensures that the development would achieve the objectives set out in Clause 15.01 and Clause 21.05-1.

As such, Council officers recommend that the application be approved subject to planning permit conditions as necessary.

Clause 22.09 Assessment - 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. The matters that warrant further discussion are as follows:

Design Principles for all residential developments

Bulk and Built form

Relevant Design Principles:

Residential development should:

- *ensure that the built form respects the scale of existing prevailing built form character and responds to site circumstances and streetscape;*
- *be well articulated through the use of contrast, texture, variation in forms, materials and colours.*

Residential development in the GRZ1 and GRZ2 should:

- *provide separation between dwellings at the 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.*

It is considered that the proposed construction of dwellings three and four in a double storey format to the rear of the site is acceptable in this instance.

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

The well articulated, staggered design provided with substantial separation at the first floors has reduced the building bulk and visual impact. The first floor is proposed to be well recessed from the sensitive interfaces of the site and has positioned the footprint to the centre, away from neighbouring areas of secluded private open space and habitable room windows.

It is noted that the layout is very similar to that at the neighbouring site to the north at 119 Kelvinside Road, complementing the existing character and preferred built form outcomes. It is further noted that this development abutting to the north has an eastern rear first floor setback of 8 metres. The proposed 3.9 metre setback at first floor of the proposed development is considered to be uncharacteristic for the surrounding area. A minimum of 5 metres should be maintained at first floor from the eastern rear boundary to reduce the bulk and provide an acceptable outcome for the site and surrounding area.

Furthermore, the development does not have any overlooking or overshadowing concerns identified in the Clause 55 assessment, and has provided suitable setbacks at ground level to accommodate screen planting.

Safety

Relevant Design Principles:

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.*
- *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.*
- *Use semi-transparent fences to the street frontage.*
- *Light communal spaces including main entrances and car parking areas with high mounted sensor-lights.*
- *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.*

The ground floor plan has failed to demonstrate compliance as the development fails to provide an appropriate active frontage to dwellings three and four with non habitable rooms of the powder/toilet rooms fronting onto the accessway. Habitable room windows should be provided to the fronts of these dwellings for passive surveillance to view the internal accessway and car parking spaces.

A condition is required to be included on the permit to relocate the non habitable rooms away from the entrances and incorporate a habitable room window.

The proposal complies with all other design principles of Clause 22.09. A full assessment is attached to this report at Attachment 3.

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 52.06 Assessment - Car Parking

The table at Clause 52.06-5 (Car parking – Number of car spaces required under Table 1) sets out the car parking requirement that applies to the use of land 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.

The site is not within the Principle Public Transport Network area map.

A total of eight (8) car parking spaces are required for this proposal.

The proposal would provide two (2) car spaces to each three-bedroom dwelling with at least one (1) under cover car space, with a total of eight (8) spaces being provided.

No visitor car space is required or provided.

The number of car spaces provided complies with Clause 52.06 (Car parking).

The proposal complies with the Design Standards of Clause 52.06-9. A full Clause 52.06 assessment is attached to this report at Attachment 4.

Clause 55 Assessment - Two or more Dwellings on a lot and Residential Buildings

The proposal is generally consistent with all relevant standards and objectives of Clause 55 to the particular provision as detailed in Attachment 5, with the exception of the following:

Standard B12 Safety

Objective:

- *Developments should be designed to provide good lighting, visibility and surveillance of car parks and internal accessways.*

Although bollard lighting is provided along the internal accessway, it is considered that additional sensor lighting should be provided to provide good lighting, visibility and surveillance to the four garages to the centre of the site. This can be provided via a permit condition.

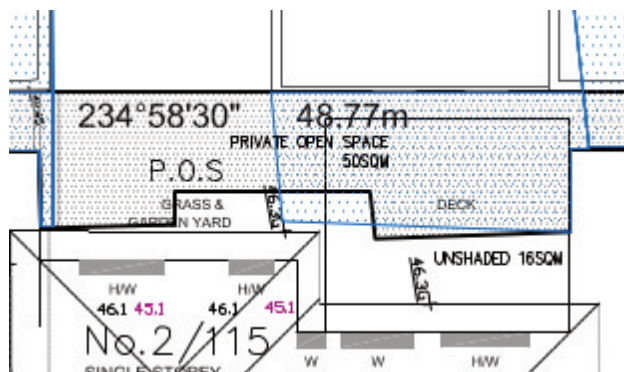
Standard B21 Overshadowing

- *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.*

The proposal has failed to comply with the standard requirement to Clause 55.04-5 (Overshadowing), however meets the relevant decision guidelines and objective to the Clause.

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

From the provided shadow diagrams, it has been identified that additional overshadowing occurs to the private open space area to No. 2/115 Kelvinside per the below plans:



The 'hatched blue' indicates the proposed development, the solid black lines indicate the existing site circumstances to be demolished to facilitate the development. It is considered that the proposed development is a more suitable outcome for the area of private open space with less shadowing occurring within the primary area to the adjoining dwelling. Furthermore, the decking area within the SPOS area is not set at natural ground level whereas the provided shadowing indicates the ground level impacts, meaning the area shown of overshadowing is more than what would be possible with the development.

It is considered that the area of private open space to the adjoining dwelling has a sufficient amount of daylight into the area for the usability and amenity of the residents. The objective is met as the buildings have been placed to not significantly overshadow existing areas of open space.

A Clause 55 Assessment is attached to this report at Attachment 5.

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 55% 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 team identified that the submitted plans should be amended to include the following:

- Specification for 100% of roof catchment area (or extent practically) possible to drain to each rainwater tank in accordance with the Sustainable Design Assessment;
- Any other changes associated with the revised Sustainable Design Assessment with Condition 5.

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

BESS Information Summary Dwelling Type: Non-residential		Project Overall Score: %		
		Fail	Best Practice	Design Excellence
		(<49%)	(50-69%)	(>70%)
BESS Category	Score	Initiatives		
Management	0%	Requires update		
		Preliminary energy ratings undertaken using NatHERS software		
Water	66%			
		Rainwater tank capacity of 3,000L per dwelling connected to Landscape irrigation and Toilet flushing		
		High WELS star rated water fittings, fixtures and appliances		
		Potable water consumption reduced by at least 29% compared to same building following minimum standards (to be confirmed)		
Energy	50%	Requires update		
		Preliminary energy ratings achieve a thermal energy rating of 6.5 stars average per dwelling		
		High efficiency reverse cycle air conditioning		
		High efficiency 5-star gas instantaneous hot water system specified (to be confirmed)		
		Estimated greenhouse gas emissions reduced by at least 68% compared to compared to same building following minimum standards		
Stormwater	100%			
		Stormwater design to meet industry best practice requirements though incorporation of rainwater collection and re-use and permeable driveway		
Indoor Environment Quality	60%	To be revised		
		Double glazing to all habitable room windows		

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

		Majority of living spaces oriented north for passive benefits
Transport	33%	
		Space for bicycle parking in each dwelling garage
Waste	50%	
		Space allocation in P.O.S for organic waste disposal bins
Urban Ecology	50%	
		30% of the site is permeable and landscapable
Innovation	0%	

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 No. 117 Kelvinside Road Noble Park for the Development of the land for four (4) double 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 generally in accordance with the plans submitted and assessed with the application but modified to show:**
 - 1.1. A minimum 5 metre setback provided between the first floor of dwellings 3 and 4 and the rear boundary. All other changes absorbed into the approved building envelope**
 - 1.2. Sensor lighting to be provided to each garage**
 - 1.3. The powder rooms to dwellings three (3) and four (4) to be internally relocated away from the frontage and an additional habitable window provided to overlook the internal accessway to both dwellings;**

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

- 1.4. Specification for 100% of roof catchment area (or extent practically) possible to drain to each rainwater tank in accordance with the Sustainable Design Assessment;**
- 1.5. Any other measures in accordance with the revised Sustainable Design Assessment under Condition 5;**
- 1.6. A 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. 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. nature strip trees, easements and landscape setbacks;**
 - 2.4. details of the proposed layout, type and height of fencing;**
 - 2.5. legend of all plant types, surfaces, materials and landscape items to be used including the total areas of garden and lawn;**
 - 2.6. 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;**

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

- 2.7. any paving or deck areas within the secluded open space area of the proposed dwellings on a permeable base;**
- 2.8. at least one (1) advanced native canopy tree with a minimum planting height of 1.5 metres within the secluded open space areas of each dwelling;**
- 2.9. substantial landscaping to the front of dwellings 1 and 2, including at least two (2) advanced native canopy trees with a planting height of 1.5 metres and shrubbery plantings;**

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, maintained 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.

At all times, the landscaping must be maintained in good order in accordance with the endorsed landscape plan and schedule to the satisfaction of the Responsible Authority.

- 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 the endorsement of plans under condition 1, 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, commitments and performance tool inputs included in the SDA (prepared by Norther Environmental Design, ref 222N, dated 1 Feb 2022) but modified to include:**
 - 5.1. Submission of the completed preliminary NatHERS energy rating certificates in the appendix of the completed SDA**

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

5.2. A revised Stormwater Assessment (using InsiteWater or STORM) should the entire roof area of each dwelling not be able to be diverted to the rainwater tank per dwelling.

5.3. A revised BESS assessment that includes

a. Removal of IEQ credit 2.2

b. Selection of Waste credit 2.1

The provisions, recommendations and requirements of the endorsed SDA must be implemented and complied with to the satisfaction of the Responsible Authority. The endorsed SDA and supporting documentation must not be altered without the prior written consent of the Responsible Authority

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. 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.

9. Access to the site and any associated roadwork must be constructed, all to the satisfaction of the Responsible Authority.

10. 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.

11. 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.

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

- 12. Except with the prior written consent of the Responsible Authority, floor levels shown on the endorsed plan/s must not be altered or modified.**
- 13. 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.**
- 14. 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.**
- 15. All glazing must at all times be maintained to the satisfaction of the Responsible Authority.**
- 16. 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.**
- 17. 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 the Greater Dandenong Planning Scheme Clause 52.06-9.**
- 18. This permit will expire if:**
 - 18.1. The development or any stage of it does not start within two (2) years of the date of this permit, or**
 - 18.2. 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. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (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

- 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.
- Prior to the drainage plans being approved, a drainage approval fee will need to be paid to Council.
- 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.
- 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.

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

- **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.**
- **Access to the site and any associated roadwork must be constructed, all to the satisfaction of the Responsible Authority. Note, any redundant vehicle crossing will need to be removed and reinstate with kerb in accordance with Council Standards.**
- **Vehicle crossing will need to be removed and reinstated with kerb in accordance with Council Standards. The developer will need to obtain a Vehicle Crossing Permit from Council.**
- **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.**

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 117 KELVINSIDE ROAD, NOBLE
PARK (PLANNING APPLICATION NO. PLN21/0493)**

ATTACHMENT 1

ASSESSED PLANS

PAGES 20 (including cover)

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

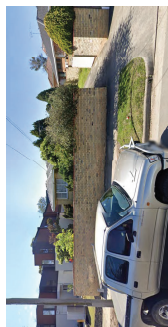
2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)



5 113 Kelvinside Road, Noble Park
single & double storey brick
8 Dwellings- Multi Unit Development



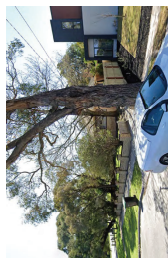
4 115 Kelvinside Road, Noble Park
single storey brick
3 Dwellings- Multi Unit Development



1 117 Kelvinside Road, Noble Park
single storey brick



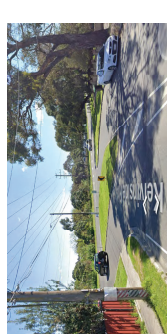
2 119 Kelvinside Road, Noble Park
double storey rendered
4 Dwellings- Multi Unit Development



3 121 Kelvinside Road, Noble Park
single storey brick



6 111 Kelvinside Road, Noble Park
single & double storey brick
8 Dwellings- Multi Unit Development



10 Cnr Kelvinside & Corrigan Road



9 138 Kelvinside Road, Noble Park
double storey brick/rendered



8 39 Corrigan Road, Noble Park
single storey brick

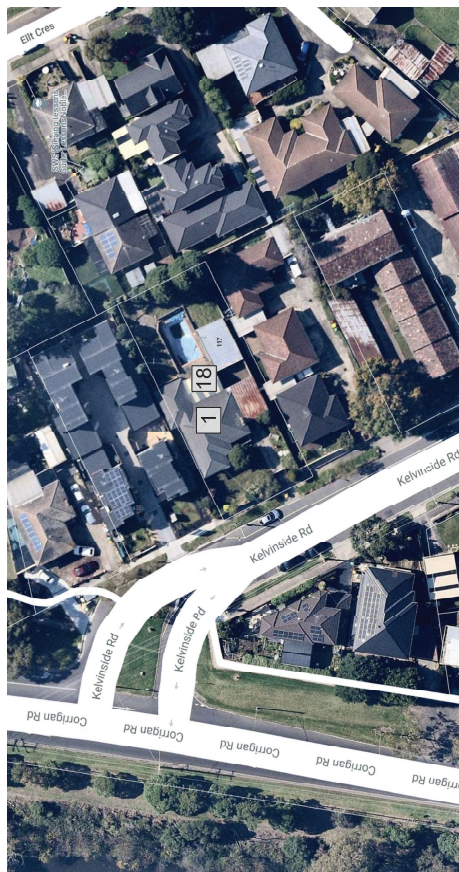


7 136 Kelvinside Road, Noble Park
single storey brick



Locality plan & Site Context notes

- Legend:**
 G47 - General Residential
 P002 - Public Park and Recreation
 R002 - Road Category 3
- Notes:**
 1 Subject Site 117 Kelvinside Rd, Noble Park
 2 Melbourne CBD - 22km Northwest
 3 Princess Hwy - 650m North East
 4 Lighthood Rd, Noble Park - 620m South West
 5 Eastlink Freeway - 2km East
 6 Noble Park Railway Station - 1.2km South East
 7 Port Phillip Bay - 9km South West
 8 Sandown Racecourse - 200m West
 9 Noble Park Retail Precinct - 500m North East
 10 Noble Park Aquatic Centre - 950m South East
 11 Noble Park Industrial Precinct - 750m East
 12 Keysborough Secondary College 1.6km South West
 13 Springvale Athletics Track & Ross Reserve 440m South
 14 Noble Park Secondary College 1.3km South East
 15 Springvale Rd Retail Precinct 1.5km West
 16 Huntfield Primary School 500m East
 17 Sandown Lake Mills Creek Dam 250m West
 18 Existing single storey brick house & carport to be demolished



 JOSEPH GALATI ARCHITECTURE 11/05/2022 0410 921 1100	Project proposed residential development 117 Kelvinside Rd, Noble Park	Date: 12/01/21 Scale: NTS Drawing: 1P-02 Job No: JAC21 01 Drawn: JG	Drawing No: Locality & photographic study 1P-02

This drawing is intended to provide a visual representation of the proposed development. It is not to be used for any other purpose without the written approval of Joseph Galati Architecture. The information contained herein is for the use of the client only and is not to be distributed to any other party without the written approval of Joseph Galati Architecture. This drawing is not to be used for any other purpose without the written approval of Joseph Galati Architecture.

DESIGN RESPONSE LEGEND

1. **PERMEABLE** - PERMEABLE SURFACES (E.G. GRASS, PERMEABLE PAVING, ETC.)
2. **PERMEABLE** - PERMEABLE SURFACES (E.G. GRASS, PERMEABLE PAVING, ETC.)
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117 Kelvinside Road, Nable Park

proposed residential development

scale: 1:1000

date: 12/03/21

author: [signature]

117 Kelvinside Road, Nable Park

proposed residential development

scale: 1:1000

date: 12/03/21

author: [signature]

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<p>WVLS Data to meet a COMMISSION REPORT</p> <p>ESD Reports required by Northern Environmental Design</p> <p>At internal water lifting will be controlled through <i>monitors/pressure sensor</i></p> <p>ESD Low climatic water for dust sucking</p> <ul style="list-style-type: none"> - Tallest minimum 4 store WELS rated - Minimum 2 store WELS - Shoppers minimum 3 store WELS - Total maximum 7.5 store WELS 	<p>Energy</p> <ul style="list-style-type: none"> - High energy saving rating - High efficiency air conditioning systems - Truly solar cool and hot water to all - All habitable areas to have access to all habitable areas - Windows (Double glazing) <p>Other ESD initiatives</p> <ul style="list-style-type: none"> - Low energy lighting - Excellent design to facilitate green - Sustainable timber - Sustainable water saving - Water efficient landscaping - Biophilic sustainable building
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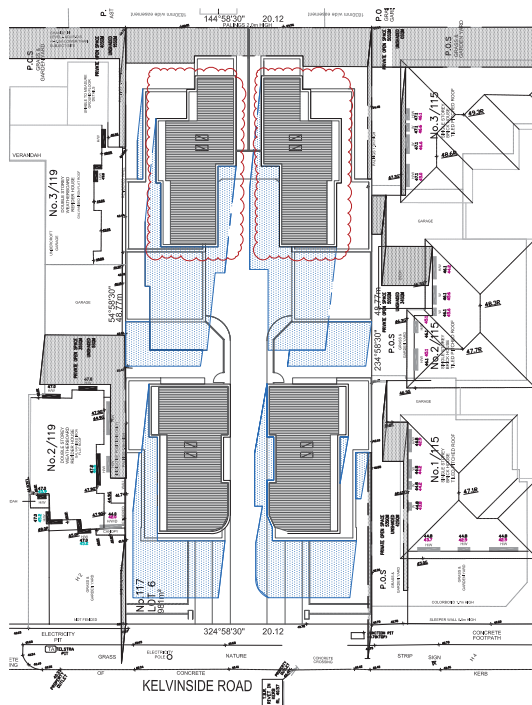


Architectural site plan of a residential development on Kelvindale Road. The plan shows four main building footprints, each with a red dashed outline. The buildings are arranged in two rows of two. The top row buildings are labeled "No. 3/119" and the bottom row buildings are labeled "No. 2/119". The plan also shows various setbacks, easements, and property lines. Key dimensions include 144' 58" 30" and 20.12' for the top row, and 324' 58" 30" and 20.12' for the bottom row. The plan is oriented with Kelvindale Road at the bottom and various easements and setbacks indicated throughout.

10am Shadow - 22 September

extent of proposed shadow

extent of existing shadow cast from adj dwellings outbuildings & boundary fencing



9am Shadow - 22 September

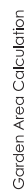
extent of proposed shadow

extent of existing shadow cast from adj dwellings outbuildings & boundary fencing

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[illegible]

[illegible]



Garden Area Total 344sqm -compliant
min garden area requirement
35% of site area 981sqm =341sqm

town planning



architecture interior landscape
joseph galati architecture
jgalati.arch@log.com.au

joseph galati architecture

ent \nearrow_N

Project
proposed residential development

117 Kelvininside Road, Noble Park

Date: 12.10.21 Scale: 1:100 @ A1

area

Dwg No.
Tp-12 A

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2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

External Finishes Schedule

- F1**
Render to exterior walls
Ultra-standard acrylic
Colour: Light Grey
- F2**
Metal Canopy Aluminium
Colour: Black

- F3**
Timber Balcon front
Timber Balcon front
Colour: Dark Stain

- F4**
Front Door
Colour: Dulux Domino

- F5**
Clear Glazing with
window frame
Aluminium Colour: Black

- F6**
Obscure Glazing to 1.7m high AFL
timber screen with opening
to awning window

- F7**
Fixed metal louvre screen
compliant with overlooking
Colour: Black
- F8**
Shardwood
Colour: Black Japan

- F9**
Feature Brickwork 1
Austral Bricks
Colour: Coastal Steel
or similar

- F9A**
Feature Brickwork 2
Austral Bricks
Colour: Coastal Iron
or similar

- F9B**
Feature Brickwork 2
Krause Emperor
Colour: Nero
or similar

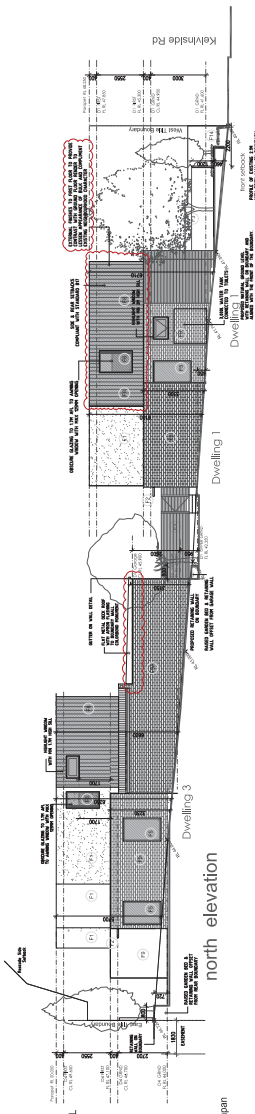
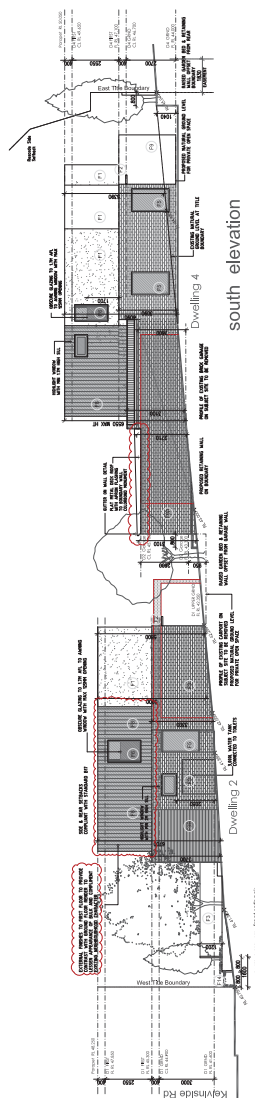
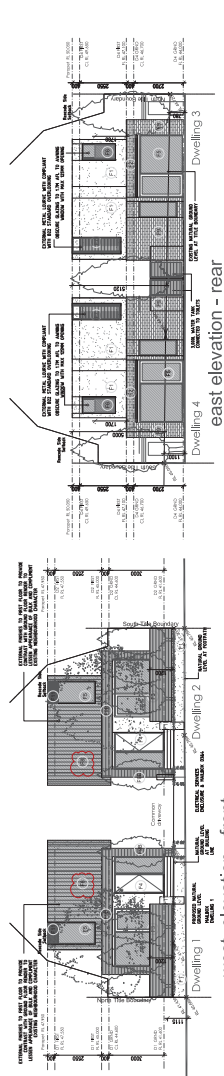
- F10**
Pinelliti Garage Door
Colorbond
Colour: Monument

- F11**
Metal cladding
above windows
Colour: Black

- F12**
Driveway permeable
Dibcon or similar
Colour: Bluestone

- F13**
External Paving
Concrete Adipi
Colour: Charcoal

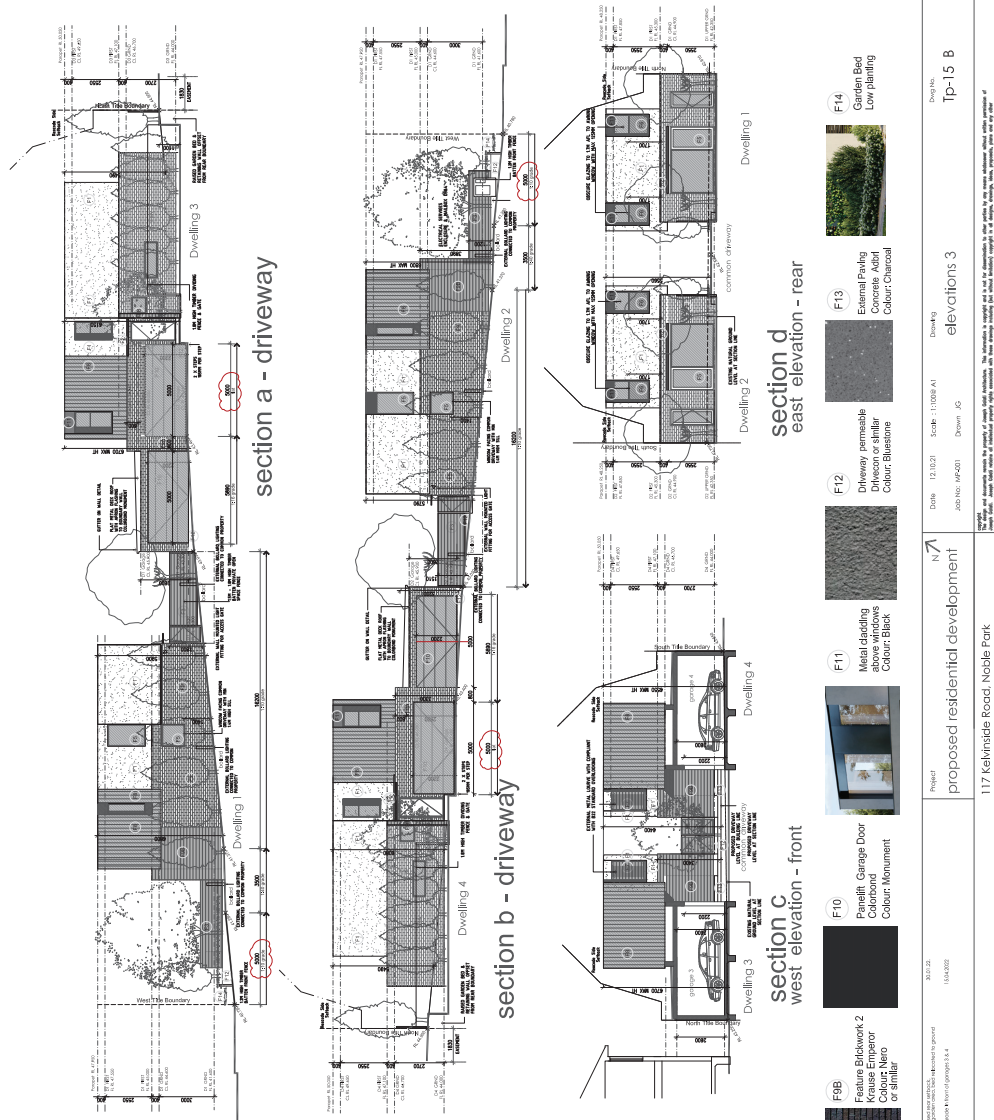
- F14**
Garden Bed
Low planting



 Joseph Galati Architecture 117 Kelvinside Road, Noble Park Victoria 3168 Phone: 03 9595 1234 Email: info@jgalati.com.au Website: www.jgalati.com.au		Project: proposed residential development 117 Kelvinside Road, Noble Park		Date: 12/05/21 Scale: 1:1000 A1 Drawn: JS Checked: JS Job No: 04931		Drawn By: JS Checked By: JS Job No: 04931		Draw No: 1p-13 A	
town planning		proposed residential development		Scale: 1:1000 A1		Drawn: JS		Draw No: 1p-13 A	

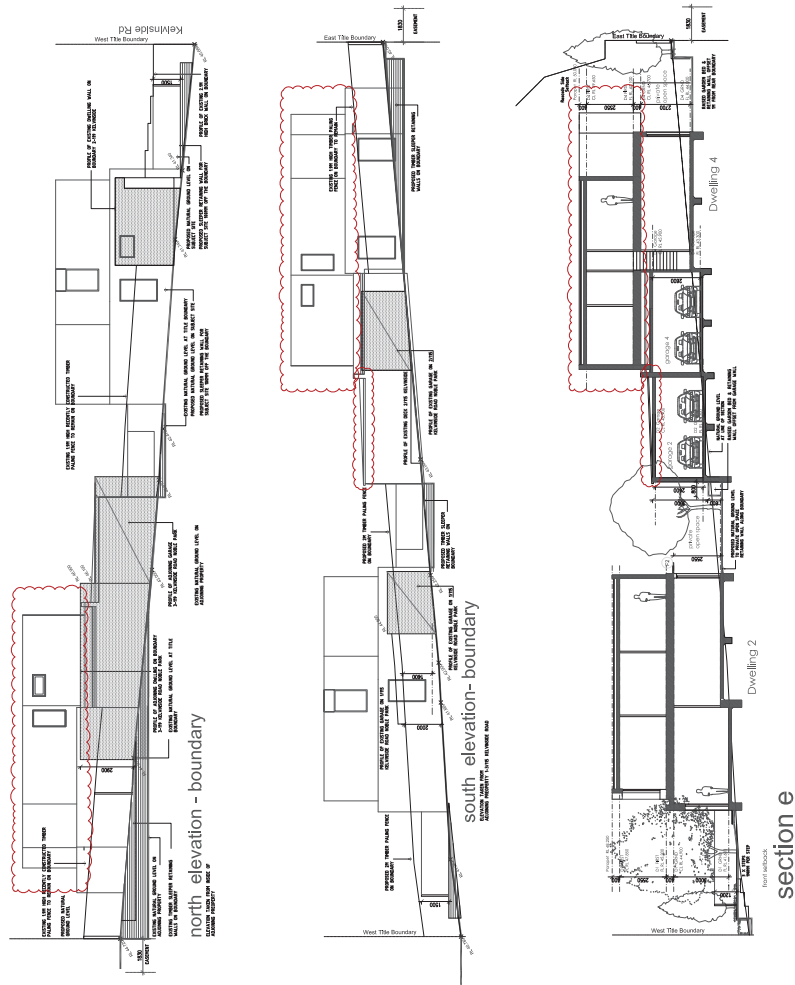
External Finishes Schedule

	<p>F1</p> <p>Render to exterior walls Unless-standard acrylic Colour: Light Grey</p>
	<p>F2</p> <p>Metal Canopy Aluminium Colour: Black</p>
	<p>F3</p> <p>Timber Batten front Timber batten front Colour: Dark Stain</p>
	<p>F4</p> <p>Front Door Colour: Dulux Dintino</p>
	<p>F5</p> <p>Clear Glazing with window frame Aluminium Colour: Black</p>
	<p>F6</p> <p>Obscure Glazing to 1.7m High-AFL with 125mm max. opening to awning window</p>
	<p>F7</p> <p>Fixed metal louvre screen Colour: Black</p>
	<p>F8</p> <p>Exterior Blotwork 1 Austral Bricks Colour: Industrial Steel or similar</p>
	<p>F9A</p> <p>Exterior Blotwork 2 Austral Bricks Colour: Industrial Iron</p>



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2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)



 town planning www.townplanning.com.au 1300 654 444 1300 654 444 1300 654 444	 joseph gadioli architecture www.josephgadioliarchitecture.com.au 1300 654 444 1300 654 444 1300 654 444	Project proposed residential development 117 kelvinside road, noble park	Date 12/02/21 Job No. 11008 A1	Scale 1:1000 A1 Drawn JS	Drawn by elevations 4	Draw No. Tp-16 A

[illegible]

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

external finishes		joseph galati architecture			
Image	Detail	Date	Scale	Drawn	Drawn by
	F1 Render to exterior walls Interlock standard acrylic Colour: Light Grey	12/10/21	1:1000 A1	JS	JS
	F2 Metal Canopy Aluminium Colour: Black	12/10/21	1:1000 A1	JS	JS
	F3 Timber Batten front entry gate Colour: Dark Stain	12/10/21	1:1000 A1	JS	JS
	F4 Front Door Colour: Dulux Dorrino	12/10/21	1:1000 A1	JS	JS
	F5 Clear Glazing with window frame Aluminium Colour: Black	12/10/21	1:1000 A1	JS	JS
	F6 Obscure Glazing to 1.7m High AFL with 125mm max opening to awning window	12/10/21	1:1000 A1	JS	JS
	F7 Fixed metal louvre screen compliant with overlooking Colour: Black	12/10/21	1:1000 A1	JS	JS
	F8 Sawn cladding with select paint finish Colour: Woodland Grey Service Enclosure	12/10/21	1:1000 A1	JS	JS
	F9 Feature Brickwork 1 Austral Bricks Colour: Industrial Steel or similar	12/10/21	1:1000 A1	JS	JS
	F9A Feature Brickwork 2 Austral Bricks Colour: Industrial Char or similar	12/10/21	1:1000 A1	JS	JS
	F9B Feature Brickwork 3 Krause Emperor Colour: Nero or similar	12/10/21	1:1000 A1	JS	JS
	F10 Panellet Garage Door Colour: Monument	12/10/21	1:1000 A1	JS	JS
	F11 Metal cladding above windows Colour: Black	12/10/21	1:1000 A1	JS	JS
	F12 Driveway permeable Concrete or similar Colour: Bluestone	12/10/21	1:1000 A1	JS	JS
	F13 External Paving Concrete Colour: Charcoal	12/10/21	1:1000 A1	JS	JS
	F14 Garden Bed Low planting	12/10/21	1:1000 A1	JS	JS
	F15 Metal Deck Roof capping & box gutter Colour: Colorbond Monument	12/10/21	1:1000 A1	JS	JS
	F16 Downpipe and rainhead Colour: Colorbond Shale Grey To match render	12/10/21	1:1000 A1	JS	JS

Etched



2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 117 KELVINSIDE ROAD, NOBLE
PARK (PLANNING APPLICATION NO. PLN21/0493)**

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. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)



= Subject site



= Objector's location

A second objection was received to the application located over 3,350 metres away to the north of the subject site, as the crow flies.

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 117 KELVINSIDE ROAD, NOBLE
PARK (PLANNING APPLICATION NO. PLN21/0493)**

ATTACHMENT 3

CLAUSE 22 ASSESSMENT

PAGES 9 (including cover)

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Assessment Table for Clause 22

Clause 22.09-3.1 Design Principles for all residential developments

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Safety	To encourage the provision of safer residential neighbourhoods, new development should enable passive surveillance through designs that:	
	Incorporate active frontages including ground floor habitable room windows.	<p>✗ Principle not met</p> <p>Dwellings 3 and 4 are not provided with an active frontage or any habitable windows to overlook the internal accessway.</p> <p>A condition can be included to the permit to internally relocate the powder/toilet rooms to the fronts of the dwellings and incorporate a habitable room window to the kitchen spaces.</p>
	Maximise the number of habitable room windows on all levels of residential buildings that overlook the public realm, streets, laneways, internal access ways and car parking areas.	<p>✗ Principle not met</p> <p>As above</p>
	Use semi-transparent fences to the street frontage.	<p>✓ Principle met</p> <p>1.2 metre high spaced timber batten front fence proposed</p>
	Light communal spaces including main entrances and car parking areas with high mounted sensor-lights.	<p>✗ Principle not met</p> <p>Sensor lighting to each garage can be conditioned to the permit</p>
	Ensure that all main entrances are visible and easily identifiable from the street.	<p>✓ Principle met</p>
	Locate non-habitable rooms such as bathrooms, away from entrances and street frontage.	<p>✗ Principle not met</p> <p>A condition is to be imposed to the permit to relocate the bathrooms of dwellings 3 and 4 away from the frontage</p>
Landscaping	Residential development should:	
	Provide substantial, high quality on-site landscaping, including screen planting and canopy trees along ground level front and side and rear boundaries.	<p>✓ Principle met</p> <p>A complete landscaping plan is provided demonstrating high quality landscaping along each of the front, side and rear boundaries with sufficient space for canopy trees and at least 70% of the frontage landscaped</p>

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

	Provide substantial, high quality landscaping along vehicular accessways.	✓ Principle met
	Include the planting of at least one substantial canopy tree to each front setback and ground level secluded private open space area.	✓ Principle met
	Planting trees that are common to and perform well in the area.	✓ Principle met
	Avoid the removal of existing mature trees by incorporating their retention into the site design.	✓ Principle met
	Use landscaping to soften the appearance of the built form when viewed from the street and to respect the amenity of adjoining properties.	✓ Principle met
	Ensure that landscaping also addresses the Safety Design Principles.	✓ Principle met
	Canopy trees should be planted in well proportioned setbacks/private open space that are sufficient to accommodate their future growth to maturity.	✓ Principle met
	Landscaping should minimise the impact of increased storm water runoff through water sensitive urban design and reduced impervious surfaces.	✓ Principle met
	Landscaping should be sustainable, drought tolerant, and include indigenous species and be supported through the provision of rainwater tanks.	✓ Principle met
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.	✓ Principle met One crossover to a 20.12 metre wide frontage
	On-site car parking should be: <ul style="list-style-type: none"> Well integrated into the design of the building, Generally hidden from view or appropriately screened where necessary, Located to the side or rear of the site so as to not dominate the streetscape and to maximise soft landscaping opportunities at ground level. 	✓ Principle met Car parking is well integrated into the sides and rears of each dwelling
	Where car parking is located within the front setback it should be: <ul style="list-style-type: none"> Fully located within the site boundary; and Capable of fully accommodating a vehicle between a garage or carport and the site boundary. 	✓ Principle met Car parking is fully located to the sides and accessways of the development
	Developments with basement car parking should consider flooding concerns where applicable.	Not Applicable
Setbacks, front	Residential developments should: If the details of the attachment are unclear please contact Governance on 8571 5309.	

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

boundary and width	Provide a front setback with fence design and height in keeping with the predominant street pattern.	✓ Principle met
	Maintain the apparent frontage width pattern.	✓ Principle met Two dwellings fronting a 20 metre wide frontage is maintaining the existing width pattern along Kelvinside Road
	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.	✓ Principle met Appropriate setbacks and separation is provided between dwellings for landscaping
	Provide open or low scale front fences to allow a visual connection between landscaping in front gardens and street tree planting.	✓ Principle met
Private open space	All residential developments should provide good quality, useable private open space for each dwelling directly accessible from the main living area.	✓ Principle met Private open spaces are easily accessible from the main ground floor living and dining areas
	Ground level private open space areas should be able to accommodate boundary landscaping, domestic services and outdoor furniture so as to maximise the useability of the space.	✓ Principle met Private open spaces are appropriately dimensioned and can accommodate for domestic services and outdoor furniture
	Private open space should be positioned to maximise solar access.	✓ Principle met
	Upper floor levels of the same dwelling should avoid encroaching secluded private open space areas to ensure the solar access, useability and amenity of the space is not adversely affected.	✓ Principle met Upper levels of dwellings do not overhang onto areas of secluded private open space
Bulk & Built Form	Upper level dwellings should avoid encroaching the secluded private open space of a separate lower level dwelling so as to ensure good solar access and amenity for the lower level dwelling.	✓ Principle met
	All residential developments should respect the dominant façade pattern of the streetscape by: <ul style="list-style-type: none"> Using similarly proportioned roof forms, windows, doors, and verandahs. and Maintaining the proportion of wall space to windows and door openings. 	✓ Principle met The proposed development has directly responded to an existing development to No. 119 Kelvinside Road with a similar proportioned four double storey dwellings across the site, similarly shaped roof forms and colours and materials

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

	Balconies should be designed to reduce the need for screening from adjoining dwellings and properties.	✓ Principle met
	The development of new dwellings to the rear of existing retained dwellings is discouraged where: <ul style="list-style-type: none"> The siting of the retained dwelling would not enable an acceptable future site layout for either the proposed or future dwelling; or The retention of the existing dwelling detracts from the identified future character. 	Not applicable
	On sites adjacent to identified heritage buildings, infill development should respect the adjoining heritage by: <ul style="list-style-type: none"> Not exceeding the height of the neighbouring significant building; Minimising the visibility of higher sections of the new building; and Setting higher sections back at least the depth of one room from the frontage. 	Not Applicable
Site Design	Residential development should: <p>Preserve the amenity of adjoining dwellings through responsive site design that considers the privacy, solar access and outlook of adjoining properties.</p>	✓ Principle met The development has proposed a design that is sensitively responding to the existing adjoining sites with recessed first floor footprints away from the rear corners in particular, where the existing adjoining areas of secluded private open space are present. The development has provided a site responsive design that considered the privacy, solar access and outlook of adjoining properties
	Maximise thermal performance and energy efficiency of the built form by addressing orientation, passive design and fabric performance	✓ Principle met
	Ensure that building height, massing articulation responds sensitively to existing residential interfaces, site circumstances, setbacks and streetscape and reduces the need for screening.	✓ Principle met
	Provide sufficient setbacks (including the location of basements) to ensure the retention of existing trees and to accommodate the future growth of new trees.	✓ Principle met
	Provide suitable storage provisions for the management of operational waste	✓ Principle met Space for bins are conveniently located

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

	Appropriately located suitable facilities to encourage public transport use, cycling and walking.	✓ Principle met
Materials & Finishes	Residential development should:	
	Use quality, durable building materials and finishes that are designed for residential purposes.	✓ Principle met
	Avoid the use of commercial or industrial style building materials and finishes.	✓ Principle met Materials are suited for residential developments
	Avoid using materials such as rendered cement sheeting, unarticulated surfaces, and excessive repetitive use of materials.	Principle met
	Use a consistent simple palette of materials, colours, finishes and architectural detailing.	✓ Principle met The materials are consistent throughout
	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 The materials are durable and typical for this type of development
Domestic services normal to a dwelling and Building services	In order to minimise the impact of domestic and building services on the streetscape, adjacent properties, public realm and amenity of future residents, new residential development should:	
	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 Bin and recycling enclosures, mailboxes, meter boxes, clothes lines and water tanks have all been provided and are easily accessible for each dwelling
	Be designed to avoid the location of domestic and building services: <ul style="list-style-type: none"> • Within secluded private open space areas, including balconies; and • Where they may have noise impacts on adjoining habitable rooms and secluded private open space areas. 	✓ Principle met Domestic services are located within the rear boundary
Internal Amenity	Residential development should:	
	Ensure that dwelling layouts have connectivity between the main living area and private open space.	✓ Principle met Main living areas and private open space have good connectivity
	Be designed to avoid reliance on borrowed light to habitable rooms.	✓ Principle met

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

	Ensure that balconies and habitable room windows are designed and located to reduce the need for excessive screening.	✓ Principle met
	Ensure that dwellings without ground level main living areas meet the Standards of Clauses 55.03-5, 55.04-1, 6 & 7, 55.05-3, 4 & 5.	✓ Principle met

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 22.09-3.3 Design principles for Incremental Change Areas – General Residential Zone (GRZ)		
Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Preferred housing type	The preferred housing type for the Incremental Change Area is medium density.	✓ Principle met Four dwellings
Building Height	The preferred maximum building height for land within the GRZ1 and GRZ2 is up to 2 storeys, including ground level.	✓ Principle met Maximum double storey proposed
Landscaping	Residential development should use landscaping to create a landscaped character, particularly canopy trees in front and rear gardens; and to protect the outlook of adjoining properties	✓ Principle met
Setbacks, front boundary and width	Parking, paving and car access within the front boundary setback should be limited in order to maximise the opportunity for soft landscaping and prevent the over dominance of carports and garages in the street.	✓ Principle met Car parking and access provided to the sides of the dwellings
Private open space	Residential development should provide secluded private open space at the side or rear of each dwelling to avoid the need for excessive screening or high front fencing.	✓ Principle met Private open spaces are provided to the sides and rears of dwellings
Bulk & Built Form	Residential development should:	
	Ensure that the built form respects the scale of existing prevailing built form character and responds to site circumstances and streetscape;	✓ Principle met
	Provide separation between dwellings at the upper level;	✓ Principle met Adequate separation is provided between dwellings at first floor, reducing the overall bulk and visual impact from the sides and rears of the site
	Retain spines of open space at the rear of properties to maximise landscaping opportunities and protect private secluded open space;	✓ Principle met
	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.	✗ Principle not met Double storey built form provided across the site

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (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"> • The visual impact of the building bulk does not adversely affect the identified future character of the area; • Overlooking and/or overshadowing does not adversely affect the amenity of neighbouring properties; • The building bulk does not adversely affect the planting and future growth of canopy trees to maturity; • Sufficient side and rear boundary landscaping can be provided to screen adjoining properties; • Upper storey components are well recessed from adjoining sensitive interfaces. 	<p>✓ Principle met</p> <p>It is considered that the proposed double storey footprint provided to the rear of the site is suitable and acceptable for the following reasons:</p> <ul style="list-style-type: none"> • The first floor is proposed to be well recessed from the sensitive interfaces at the corners of the site and positioned the foot print to the centre, away from areas of secluded private open space and habitable room windows. However, the proposed 3.9 metre setback minimum provided is considered uncharacteristic for the surrounding area. A minimum of 5 metres should be maintained to reduce the bulk. • The proposal has incorporated areas of private open space to the sides and rear of the development to connect the existing landscaping corridor. • The visual impact of the proposed development is considered to be consistent with the directly neighbouring site to No. 119 Kelvinside Road, complementing the existing character and building bulk <p>✓ Principle met</p>
	<p>Residential development should be well articulated through the use of contrast, texture, variation in forms, materials and colours.</p>	

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

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION - NO. 117 KELVINSIDE ROAD, NOBLE
PARK (PLANNING APPLICATION NO. PLN21/0493)**

ATTACHMENT 4

CLAUSE 52 ASSESSMENT

PAGES 6 (including cover)

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (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.

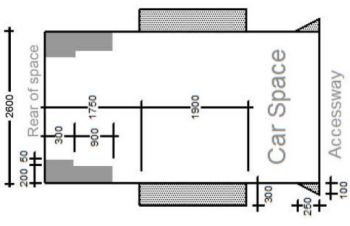
Design Standards	Assessment	Requirement met/Requirement not met/NA
Design standard 1 - Accessways	Accessways must:	✓ Standard met
	• Be at least 3 metres wide.	Accessway is a minimum of 3m throughout
	• Have an internal radius of at least 4 metres at changes of direction or intersection or be at least 4.2 metres wide.	✓ Standard met
	• 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.	✓ Standard met
	• Provide at least 2.1 metres headroom beneath overhead obstructions, calculated for a vehicle with a wheel base of 2.8 metres.	✓ Standard met
	• If the 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 apparent obstructions
	• 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.	Not Applicable
	• 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.	Not Applicable
	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.	✓ Standard met
	If entry to the car space is from a road, the width of the accessway may include the road.	Mailboxes located outside of the front splay area Metre boxes and landscaping within the splay area noted to comply with the requirements
		Not Applicable
		Not Applicable

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (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>Table 2: Minimum dimensions of car parking spaces and accessways</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>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> <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>✓ Standard met</p> <p>Each dwelling is provided with a double car garage with a minimum dimension of 5.5 metres x 6 metres</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																															
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	4.8 m	3.2 m	4.9 m																															

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

<p>✓ Standard met No structures are encroaching</p>	<p>A wall, fence, column, tree, tree guard or any other structure that abuts a car space must not encroach into the area marked 'clearance required' on Diagram 1, other than:</p> <ul style="list-style-type: none"> • A column, tree or tree guard, which may project into a space if it is within the area marked 'tree or column permitted' on Diagram 1. • A structure, which may project into the space if it is at least 2.1 metres above the space. <p>Diagram 1 Clearance to car parking spaces</p>  <p>Dimensions in millimetres</p> <p>Clearance required</p> <p>Tree or column permitted</p> <p>Accessway</p>
<p>✓ Standard met</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>✓ Standard met</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>✓ Standard met</p>	<p>Where two or more car parking spaces are provided for a dwelling, at least one space must be under cover.</p>
<p>Not Applicable</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>

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (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 Ramp grade specified to be a maximum of 1:10 and flat abutting the double garages Transport planning have responded with no concerns													
	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.	✓ Standard met													
	<p>Table 3: Ramp gradients</p> <table><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>	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%)	
	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.	✓ Standard met														
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.	✓ Standard met														
Design standard 4: Mechanical parking	Mechanical parking may be used to meet the car parking requirement provided: <ul style="list-style-type: none">At least 25 per cent of the mechanical car parking spaces can accommodate a vehicle clearance height of at least 1.8 metres.Car parking spaces the require the operation of the system are not allowed to visitors unless used in a valet parking situation.The design and operation is to the satisfaction of the responsible authority.	Not Applicable No mechanical parking proposed													
		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.	Not Applicable													

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

	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
	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 Habitable room windows overlook the internal accessways
	Pedestrian access to car parking areas from the street must be convenient.	✓ Standard met Pedestrian access is convenient from the street
	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 Sufficient space along either side of the accessways
	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
Design standard 6: Safety		
Design standard 7: Landscaping		

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION – NO. 117 KELVINSIDE ROAD, NOBLE
PARK (PLANNING APPLICATION NO. PLN21/0493)**

ATTACHMENT 5

CLAUSE 55 ASSESSMENT

PAGES 42 (including cover)

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

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

Clause 55.02-1 Neighbourhood character objectives

Title & Objective		Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B1		The design response must be appropriate to the neighbourhood and the site.	<p>✓ Standard met</p> <p>It is considered that the proposed development of the land for four (4) double storey dwellings is consistent with the neighbourhood and responds appropriately to the features of the site.</p> <p>The double storey footprints provided to the rear are well recessed from the sensitive interfaces within the immediate surrounds and sufficient front, side and rear setbacks are provided for landscaping purposes.</p>
		The proposed design response must respect the existing or preferred neighbourhood character and respond to the features of the site.	<p>✓ Standard met</p> <p>See Clause 22.09 assessment below for a review of the local policy neighbourhood character objectives</p>
Decision Guidelines	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.		<p>✓ Objective met</p>
	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.

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.02-2 Residential policy objectives

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B2	An application must be accompanied by a written statement to the satisfaction of the responsible authority that describes how the development is consistent with any relevant policy for housing in the PPF and the LPPF, including the MSS and local planning policies.	Standard met The application was accompanied by a written statement against all relevant clauses and local policies
Decision Guidelines	The PPF and the LPPF including the MSS and local planning policies. The design response.	
Objectives	To ensure that residential development is provided in accordance with any policy for housing in the PPF 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.	Objective met

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.02-3 Dwelling diversity objective

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B3	<p>Developments of ten or more dwellings should provide a range of dwelling sizes and types, including:</p> <ul style="list-style-type: none"> • Dwellings with a different number of bedrooms. • At least one dwelling that contains a kitchen, bath or shower, and a toilet and wash basin at ground floor level. 	<p>Not Applicable Application is for four (4) dwellings</p>
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. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)**Clause 55.02-4 Infrastructure objectives**

Title & Objective		Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B4		Development should be connected to reticulated services, including reticulated sewerage, drainage, electricity and gas, if available.	✓ Standard met The site is located in an established residential area.
		Development should not unreasonably exceed the capacity of utility services and infrastructure, including reticulated services and roads.	✓ Standard met 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.	✓ Standard met Development can be suitably accommodated into infrastructure of the established area.
Decision Guidelines		The capacity of the existing infrastructure.	
		In the absence of reticulated sewerage, the capacity of the development to treat and retain all wastewater in accordance with the SEPP (Waters of Victoria) under the EPA 1970.	
		If the drainage system has little or no spare capacity, the capacity of the development to provide for stormwater drainage mitigation or upgrading of the local drainage system.	
Objectives		To ensure development is provided with appropriate utility services and infrastructure.	✓ Objective met
		To ensure development does not unreasonably overload the capacity of utility services and infrastructure.	

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.02-5 Integration with the street objective

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B5	Developments should provide adequate vehicle and pedestrian links that maintain or enhance local accessibility.	✓ Standard met The vehicle and pedestrian links provided are appropriate
	Developments should be oriented to front existing and proposed streets.	✓ Standard met
	High fencing in front of dwellings should be avoided if practicable.	✓ Standard met 1.2 metre high front fencing proposed
	Development next to existing public open space should be laid out to complement the open space.	✓ Standard met
Decision Guidelines	Any relevant urban design objective, policy or statement set out in this scheme.	
	The design response.	
Objective	To integrate the layout of development with the street.	✓ Objective met

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.03-1 Street setback objective

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA															
Standard B6	<p>Walls of buildings should be set back from streets:</p> <ul style="list-style-type: none"> At least the distance specified in a schedule to the zone, or If no distance is specified in a schedule to the zone, the distance specified in Table B1. <p>Porches, pergolas, and verandahs that are less than 3.6 metres high and eaves may encroach not more than 2.5 metres into the setbacks of this standard</p> <p>RGZ & GRZ3: 5 metres or as per Table B1, whichever is the lesser.</p> <p>GRZ 1 & 2: 7.5 metres or as per Table B1, whichever is the lesser.</p> <p>NRZ: As per Table B1.</p> <p>Table B1 Street setback</p> <table data-bbox="576 960 1161 1570"> <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 Transport Zone 2 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 Transport Zone 2 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 Transport Zone 2 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 Transport Zone 2 and 4 metres for other streets.	Front walls of new development fronting the side street of a corner site should be setback at least the same distance as the setback of the front wall of any existing building on the abutting allotment facing the side street or 3 metres, whichever is the lesser. Side walls of new development on a corner site should be setback the same distance as the setback of the front wall of any existing building on the abutting allotment facing the side street or 2 metres, whichever is the lesser.	<p>✓ Standard met</p> <p>GRZ1 7.5 m or as per table B1, whichever the lesser</p> <p>Abutting lots: 7.6 metres and 6 metres adjoining 6.8 metres average 6.8 metres provided</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 Transport Zone 2 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 Transport Zone 2 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.															

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.03-2 Building height objective

Title & Objective	Standard (Summarised)	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. <u>RGZ: 13.5 metres discretionary maximum (refer Clause 32.07-8 for details)</u> <u>GRZ: 11 metres / 3 storeys mandatory maximum (refer Clause 32.08-9)</u> <u>NRZ: 9 metres / 2 storeys mandatory maximum (refer Clause 32.09-9)</u>	Standard met Maximum building height at any point is 6.7 metres The proposal complies with the GRZ maximum building height of 11m
	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.	Not Applicable
	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. The visual impact of the building when viewed from the street and from adjoining properties.	Standard met
Decision Guidelines		
Objective	To ensure that the height of buildings respects the existing or preferred neighbourhood character	Objective met

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.03-3 Site coverage objective

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B8	<p>The site area covered by buildings should not exceed:</p> <ul style="list-style-type: none"> The maximum site coverage specified in a schedule to the zone, or If no maximum site coverage is specified in a schedule to the zone, 60 per cent. <p>RGZ1: 70% RGZ2: 70%</p> <p>GRZ1: 60% (none specified) GRZ2: 60% (none specified) GRZ3: 70% NRZ1: 50%</p>	<p>Standard met</p> <p>Lot 1 = 981 square metres</p> <p>Site Coverage is 514.6 square metres or 51.5%, this is compliant with the GRZ1 maximum of 60%</p>
Decision Guidelines	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The 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>	
Objective	To ensure that the site coverage respects the existing or preferred neighbourhood character and responds to the features of the site.	Objective met

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.03-4 Permeability and stormwater management objectives

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B9	<p>The site area covered by the pervious surfaces should be at least:</p> <ul style="list-style-type: none">• The minimum areas specified in a schedule to the zone, or• If no minimum is specified in a schedule to the zone, 20 per cent of the site. <p><u>RGZ1: 20%</u> <u>RGZ2: 20% (none specified)</u></p> <p><u>GRZ1: 30%</u> <u>GRZ2: 20% (none specified)</u> <u>GRZ3: 20% (none specified)</u> <u>NRZ1: 40%</u></p> <p>The stormwater management system should be designed to:</p> <ul style="list-style-type: none">• Meet the current best practice performance objectives for stormwater quality as contained in the Urban Stormwater - Best Practice Environmental Management Guidelines (Victorian Stormwater Committee, 1999).• Contribute to cooling, improving local habitat and providing attractive and enjoyable spaces.	<p>✓ Standard met</p> <p>Permeability is 31.4% or 308 square metres compliant with the GRZ1 minimum of 30%</p>
Decision Guidelines	<p>The design response.</p> <p>The capacity of the site to incorporate stormwater retention and reuse.</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> <p>Whether the owner has entered into an agreement to contribute to off-site stormwater management in lieu of providing an on-site stormwater management system.</p> <p>To reduce the impact of increased stormwater run-off on the drainage system.</p> <p>To facilitate on-site stormwater infiltration.</p> <p>To encourage stormwater management that maximises the retention and reuse of stormwater</p>	
Objectives		<p>✓ Objective met</p>

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.03-5 Energy efficiency objectives

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B10	Buildings should be:	✓ Standard met
	<ul style="list-style-type: none">• Oriented to make appropriate use of solar energy.• Sited and designed to ensure that the energy efficiency of existing dwellings on adjoining lots is not unreasonably reduced.• 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.	Areas of secluded private open space and main living areas are positioned for maximum northern solar access, or to the east or west of the site where north is not possible. The development is sited and designed to ensure that the energy efficiency of existing dwellings on adjoining lots is not unreasonably reduced.
	Living areas and private open space should be located on the north side of the development, if practicable.	✓ Standard met
	Developments should be designed so that solar access to north-facing windows is maximised.	✓ Standard met
Decision Guidelines	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.	
	The extent to which an existing rooftop solar energy system on an adjoining lot is overshadowed by existing buildings or other permanent structures.	
	Whether the existing rooftop solar energy system on an adjoining lot is appropriately located	
Objectives	The effect of overshadowing on an existing rooftop solar energy system on an adjoining lot.	
	To achieve and protect energy efficient dwellings and residential buildings.	✓ Objective met
	To ensure the orientation and layout of development reduce fossil fuel energy use and make appropriate use of daylight and solar energy.	

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.03-6 Open space objective

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B11	<p>If any public or communal open space is provided on site, it should:</p> <ul style="list-style-type: none"> • Be substantially fronted by dwellings, where appropriate. • Provide outlook for as many dwellings as practicable. • Be designed to protect any natural features on the site. • Be accessible and useable. 	<p>Not Applicable</p> <p>No public or communal open space provided</p>
Decision Guidelines	<p>Any relevant plan or policy for open space in the PPF and the LPPF, including the MSS and local planning policies.</p> <p>The design response.</p>	
Objective	<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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)**Clause 55.03-7 Safety objective**

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B12	Entrances to dwellings and residential buildings should not be obscured or isolated from the street and internal accessways.	Standard met Entries are not obscured or isolated
	Planting which creates unsafe spaces along streets and accessways should be avoided.	Standard met Planting areas do not appear to create unsafe areas.
	Developments should be designed to provide good lighting, visibility and surveillance of car parks and internal accessways.	Standard not met Bollard lighting is provided along the internal accessway. It is considered that additional sensor lighting should be provided to provide good lighting, visibility and surveillance to the four garages to the centre of the site.
	Private spaces within developments should be protected from inappropriate use as public thoroughfares.	Standard met Private spaces are fenced or blocked by buildings
Decision Guidelines	The design response.	
Objectives	To ensure the layout of development provides for the safety and security of residents and property.	Objective met The objective is met via permit condition

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.03-8 Landscaping objectives

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B13	<p>The landscape layout and design should:</p> <ul style="list-style-type: none">• Protect any predominant landscape features of the neighbourhood.• Take into account the soil type and drainage patterns of the site.• Allow for intended vegetation growth and structural protection of buildings.• In locations of habitat importance, maintain existing habitat and provide for new habitat for plants and animals.• Provide a safe, attractive and functional environment for residents. <p>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><u>All schedules to all residential zones:</u></p> <p><i>“70% of ground level front setback, and side and rear setbacks, planted with substantial landscaping and canopy trees.”</i></p>	✓ Standard met
Decision Guidelines	Any relevant neighbourhood character objective, policy or statement set out in this scheme.	✓ Standard met
	Any relevant plan or policy for landscape design in the PPF and the LPPF, including the MSS and local planning policies.	
	The design response.	
	The location and size of gardens and the predominant plant types in the neighbourhood.	
	The health of any trees to be removed.	
	Whether a tree was removed to gain a development advantage.	
Objectives	To encourage development that respects the landscape character of the neighbourhood.	✓ Objective met
	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.

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.03-9 Access objective

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B14	The width of accessways or car spaces should not exceed: <ul style="list-style-type: none"> • 33 per cent of the street frontage, or • if the width of the street frontage is less than 20 metres, 40 per cent of the street frontage. 	Standard met Southern frontage = 16.46 metres Accessways = 3 metres = 19.6% Complies with the standard of less than 40%
	No more than one single-width crossover should be provided for each dwelling fronting a street.	Standard met
	The location of crossovers should maximise retention of on-street car parking spaces.	Standard met
	The number of access points to a road in a Transport Zone 2 or a Transport Zone 3 should be minimised.	Standard met Not a RDZ1
	Developments must provide for access for service, emergency and delivery vehicles.	Standard met The 3m accessway minimum would be accessible for emergency and delivery vehicles
	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.	Objective met

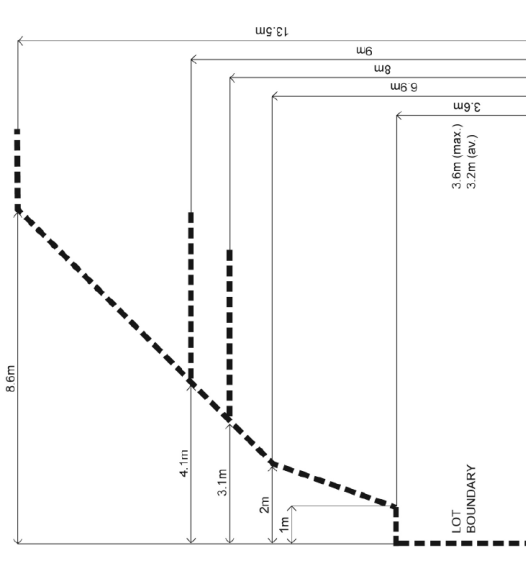
2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.03-10 Parking location objectives

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B15	<p>Car parking facilities should:</p> <ul style="list-style-type: none"> • Be reasonably close and convenient to dwellings and residential buildings. • Be secure. • Be well ventilated if enclosed. <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>Standard met</p> <p>Proposed garages are well connected and integrated into the design of the site and will allow safe and efficient movement on and off the site</p> <p>Standard met</p> <p>Dwelling one and two both have adjoining habitable room windows with a minimum sill height of 1.4 metres above the accessway</p>
Decision Guidelines	The design response.	
Objectives	To provide convenient parking for residents and visitors vehicles.	Objective met
	To protect residents from vehicular noise within developments.	

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.04-1 Side and rear setbacks objective

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B17	<p>A new building not on or within 200mm of a boundary should be setback from side or rear boundaries:</p> <ul style="list-style-type: none"> At least the distance specified in a schedule to the zone, or <p>NRZ1: "A building wall opposite an area of secluded private open space or a window to a living room of an existing dwelling should be setback a minimum of 2 metres."</p> <ul style="list-style-type: none"> If no distance is specified in a schedule to the zone, 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres. <p>Diagram B1 Side and rear setbacks</p> 	<p>Standard met</p> <p>Minimum setback distances from boundaries</p> <p><u>Dwelling one</u></p> <p>Ground floor (max height 4.1m = 1.15m required)</p> <p>West (front) – 6.8 metres</p> <p>North – wall on boundary</p> <p>First floor (max height 6.1 - 6.7m = 1.75 - 1.93m required)</p> <p>West (front) – 7.4 metres</p> <p>North – 1.9 metres</p> <p><u>Dwelling two</u></p> <p>Ground floor (max height 4.1m = 1.15m required)</p> <p>West (front) – 6.8 metres</p> <p>South – wall on boundary</p> <p>First floor (max height 6.1 - 6.7m = 1.75 - 1.93m required)</p> <p>West (front) – 7.4 metres</p> <p>South – 1.9 metres</p> <p><u>Dwelling three</u></p> <p>Ground floor (max height 4.1m = 1.15m required)</p> <p>East (rear) – 2.5 metres</p> <p>North – wall on boundary, dwelling 1.4 metres</p> <p>First floor (max height 6.6m = 1.9m required)</p> <p>East (rear) – 2.86 metres</p> <p>North – 1.9 metres</p> <p><u>Dwelling four</u></p> <p>Ground floor (max height 4.1m = 1.15m required)</p> <p>East (rear) – 2.5 metres</p> <p>South – wall on boundary, dwelling 1.4 metres</p> <p>First floor (max height 6.6m = 1.9m required)</p> <p>East (rear) – 2.86 metres</p> <p>South – 1.9 metres</p>
	<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>Standard met</p> <p>There are no encroachments more than 0.5m</p>

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

	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 No landings encroach into the setback standard
Decision Guidelines	Any relevant neighbourhood character objective, policy or statement set out in this scheme.	
	The design response.	
	The impact on the amenity of the habitable room windows and secluded private open space of existing dwellings.	
	Whether the wall is opposite an existing or simultaneously constructed wall built to the boundary.	
	Whether the wall abuts a side or rear lane.	
Objectives	To ensure that the height and setback of a building from a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.	✓ Objective met

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.04-2 Walls on boundaries objective

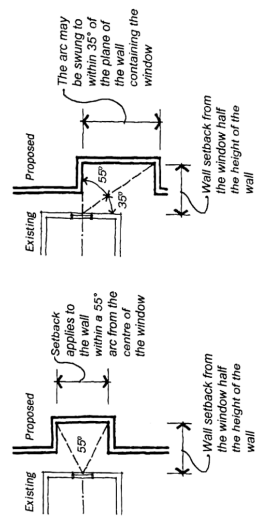
Standard (Summarised)		Standard Met/Standard Not Met/NA
Title & Objective Standard B18 A new wall constructed on or within 200mm of a side or rear boundary of a lot or a carport constructed on or within 1 metre of a side or rear boundary of lot should not abut the boundary: <ul style="list-style-type: none"> For a length of more than the distance specified in the schedule to the zone; or If no distance is specified in a schedule to the zone, for a length of more than: <ul style="list-style-type: none"> 10 metres plus 25 per cent of the remaining length of the boundary of an adjoining lot, or Where there are existing or simultaneously constructed walls or carports abutting the boundary on an abutting lot, the length of the existing or simultaneously constructed walls or carports, whichever is the greater. 		Standard met Northern boundary Garage 1, 3 and dwelling 1 wall = 17.8 metres provided length of boundary is 48.77 metres = 19.69 metres permitted Northern boundary Garage 2, 4 and dwelling 2 wall = 17.8 metres provided length of boundary is 48.77 metres = 19.69 metres permitted Complies
	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.	Not applicable
	A building on a boundary includes a building set back up to 200mm from a boundary.	Standard met No other structure within 200mm from a boundary
	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.	Standard not met Dwelling wall 20.1 sqm / 6.12 = 3.28 metres average 3.3 metres max Garages wall 33.9 sqm / 11.69 = 2.9 metres average 3.2 metres max Complies
Decision Guidelines	Any relevant neighbourhood character objective, policy or statement set out in this scheme.	
	The design response.	
	The extent to which walls on boundaries are part of the neighbourhood character.	
	The impact on the amenity of existing dwellings.	

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (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 orientation of the boundary that the wall is being built on.	
	The width of the lot.	
	The extent to which the slope and retaining walls or fences reduce the effective height of the wall.	
	Whether the wall abuts a side or rear lane.	
	The need to increase the wall height to screen a box gutter.	
	To ensure that the location, length and height of a wall on a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.	
Objectives		✓ Objective met

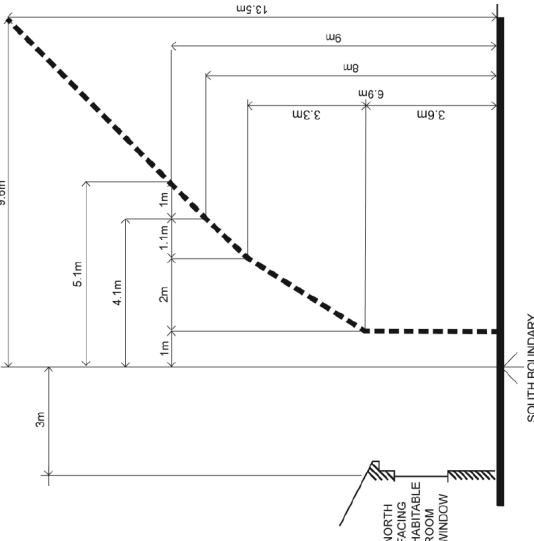
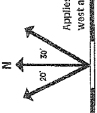
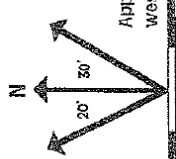
2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.04-3 Daylight to existing windows objective

Title & Objective		Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B19		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.	Standard met 8 windows existing to the southeastern sideage of the site within 3 metres of a boundary 6 windows to the north within 3 metres Each existing window is provided with the minimum 3 sqm and 1 metre clear to the sky
		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. Diagram B2 Daylight to existing windows 	Standard met
Decision Guidelines		Where the existing window is above ground floor level, the wall height is measured from the floor level of the room containing the window.	
		The design response.	
		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.	
Objective		The impact on the amenity of existing dwellings.	
		To allow adequate daylight into existing habitable room windows.	Objective met

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

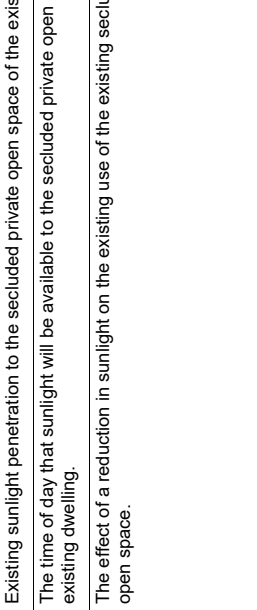
Clause 55.04-4 North-facing windows objective

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
<p>Standard B20</p> <p>If a north-facing habitable room window of an existing dwelling is within 3 metres of a boundary on an abutting lot, a building should be setback from the boundary 1 metre, plus 0.6 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres, for a distance of 3 metres from the edge of each side of the window.</p> <p>Diagram B3 North-facing windows</p>  <p>NORTH FACING HABITABLE ROOM WINDOW</p> <p>SOUTH 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>  <p>Applies where existing HRW is between 20° and 30° east from north</p>	<p>Standard met</p> <p>The applicant has submitted diagrams demonstrating that the habitable windows to the south eastern sideage of the site are greater than 30 degrees when measured against true north and are therefore not considered to be 'north facing windows' as defined under the standard</p>  <p>Applies where existing HRW is between west and 30° east from north</p> <p>There are no north facing windows within 3 metres of a boundary</p>
<p>Decision Guidelines</p>	<p>The design response.</p> <p>Existing sunlight to the north-facing habitable room window of the existing dwelling.</p>	

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

	The impact on the amenity of existing dwellings.	
Objective	To allow adequate solar access to existing north-facing habitable room windows.	✓ Objective met

Clause 55.04-5 Overshadowing open space objective

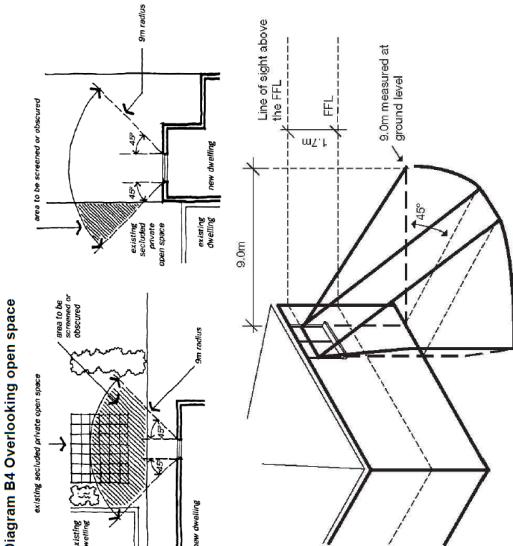
Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B21	<p>Where sunlight to the secluded private open space of an existing dwelling is reduced, at least 75 per cent, or 40 square metres with a minimum dimension of 3 metres, whichever is the lesser area, of the secluded 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>Standard not met</p> <p>Shadow diagrams provided</p> <p>Additional overshadowing occurs to the rear SPOS of 2/115 Kelvin side between 11am – 2pm due to the placement of the garage to dwelling 2.</p> <p>Existing SPOS to all other adjoining sites exceeds this requirement</p> <p>Standard met</p>
Decision Guidelines	<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>The additional area of overshadowing provided is considered to be minimal with the worst case scenario as follows:</p>  <p>The hatched blue outline indicates the additional areas of overshadowing.</p> <p>The amount of shadowing does not impact on a large area of the decking or the habitable windows to the dwelling. It is noted that the decking area is set up from the ground whereas the provided shadowing diagrams would be at natural ground level, meaning the area of shown overshadowing is more than what would be possible with the development.</p> <p>It is considered that the area of private open space to the adjoining dwelling has a sufficient amount of daylight into the area for the useability and amenity of the residents.</p>

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Objective	To ensure buildings do not significantly overshadow existing secluded private open space.	✓ Objective met The objective is met as the buildings have been placed to not significantly overshadow existing areas of open space
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2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.04-6 Overlooking objective

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
<p>Standard B22</p>	<p>A habitable room window, balcony, terrace, deck, or patio should be located and designed to avoid direct views into the secluded private open space of an existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio. Views should be measured within a 45 degree angle from the plane of the window or perimeter of the balcony, terrace, deck or patio, and from a height of 1.7 metres above floor level.</p> <p>Diagram B4 Overlooking open space</p>  <p>Diagram B4 Overlooking open space</p>	<p>Standard met</p> <p>✓ Standard met</p> <p>All side and rear first floor windows are obscured to 1.7m</p>
	<p>A habitable room window, balcony, terrace, deck or patio with a direct view into a habitable room window of existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio should be either:</p> <ul style="list-style-type: none"> • Offset a minimum of 1.5 metres from the edge of one window to the edge of the other. • Have sill heights of at least 1.7 metres above floor level. • Have fixed, obscure glazing in any part of the window below 1.7 metre above floor level. • Have permanently fixed external screens to at least 1.7 metres above floor level and be no more than 25 per cent transparent. 	<p>Standard met</p> <p>✓ Standard met</p>

ORDINARY COUNCIL MEETING - AGENDA

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

	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	
	<p>Screens used to obscure a view should be:</p> <ul style="list-style-type: none"> • Perforated panels or trellis with a maximum of 25 per cent openings or solid translucent panels. • Permanent, fixed, and durable. • Designed and coloured to blend in with the development. <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>	<p>Not Applicable</p> <p>There are no proposed screens</p>	
		✓ Standard met	
Decision Guidelines	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.		
Objective	To limit views into existing secluded private open space and habitable room windows.	✓ Objective met	

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.04-7 Internal views objective

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.04-8 Noise impacts objectives

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.05-1 Accessibility objective

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B25	The dwelling entries of the ground floor of dwellings and residential buildings should be accessible or able to be easily made accessible to people with limited mobility.	✓ Standard met Each dwelling is easily accessible from the street or internal accessway
Objective	To encourage the consideration of the needs of people with limited mobility in the design of developments.	✓ Objective met

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.05-2 Dwelling entry objective

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.05-3 Daylight to new windows objective

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B27	<p>A window in a habitable room should be located to face:</p> <ul style="list-style-type: none"> • An outdoor space clear to the sky or a light court with a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky, not including land on an abutting lot, or • A verandah provided it is open for at least on third of its perimeter, or • A carport provided it has two or more open sides and is open for at least on third of its perimeter. 	<p>✓ Standard met</p> <p>Each new window is provided with a minimum area of 3 square metres and 1 metre clear to the sky</p>
Decision Guidelines	<p>The design response.</p> <p>Whether there are other windows in the habitable room which have access to daylight.</p>	
Objective	<p>To allow adequate daylight into new habitable room windows.</p>	<p>✓ Objective met</p>

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.05-4 Private open space objective

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B28	<p>A dwelling or residential building should have private open space of an area and dimensions specified in a schedule to the zone.</p> <p><u>RGZ1:</u> <i>None specified</i></p> <p><u>RGZ2:</u> "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><u>GRZ1:</u> "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><u>GRZ2:</u> "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><u>GRZ3:</u> "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><u>NRZ1:</u> "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>✓ Standard met</p> <p>D1 and D2 POS = 100 sqm SPOS = 40sqm</p> <p>D3 and D4 POS = 50 sqm SPOS = 35sqm</p> <p>Each dwellings area of secluded private open space is provided with a minimum dimension of 5 metres and convenient access from the main ground floor living room</p>

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (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"> • An area of 40 square metres, with one part of the private open space to consist of secluded private open space at the side or rear of the dwelling or residential building with a minimum area of 25 square metres, a minimum dimension of 3 metres and convenient access from a living room, or • A balcony of 8 square metres with a minimum width of 1.6 metres and convenient access from a living room, or • A roof-top area of 10 square metres with a minimum width of 2 metres and convenient access from a living room. <p>The balcony requirements in Clause 55.05-4 do not apply to an apartment development.</p>	
Decision Guidelines	<p>The design response.</p> <p>The useability of the private open space, including its size and accessibility.</p> <p>The availability of and access to public or communal open space.</p> <p>The orientation of the lot to the street and the sun.</p>	
Objective	To provide adequate private open space for the reasonable recreation and service needs of residents.	✓ Objective met

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.05-5 Solar access to open space objective

Title & Objective		Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B29		<p>The private open space should be located on the north side of the dwelling or residential building, if appropriate.</p>	<p>Standard met</p> <p>Dwelling three and four are provided with north facing SPOS areas</p> <p>Half of the areas of SPOS to dwellings one and two are to the south of a garage wall</p> <p>D1 SPOS to the south of a 3.2 metre high wall</p> <p>4.88 metre setback required</p> <p>5 metres provided</p> <p>D2 SPOS to the south of a 3.2 metre high wall</p> <p>4.88 metre setback required</p> <p>5 metres provided</p>
		<p>The southern boundary of secluded private open space should be set back from any wall on the north of the space at least $(2 + 0.9h)$ metres, where 'h' is the height of the wall.</p> <p>Diagram B5 Solar access to open space</p>	<p>Complies</p> <p>Standard met</p>
Decision Guidelines		<p>The design response.</p> <p>The useability and amenity of the secluded private open space based on the sunlight it will receive.</p>	
Objective		To allow solar access into the secluded private open space of new dwellings and residential buildings.	Objective met

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.05-6 Storage objective

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B30	Each dwelling should have convenient access to at least 6 cubic metres of externally accessible, secure storage space.	Standard met 6 cubic metres of externally accessible storage within the SPOS areas
Objective	To provide adequate storage facilities for each dwelling.	Objective met

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.06-1 Design detail objective

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B31	<p>The design of buildings, including:</p> <ul style="list-style-type: none"> • Façade articulation and detailing, • Window and door proportions, • Roof form, and • Verandahs, eaves, and parapets, <p>should respect the existing or preferred neighbourhood character.</p> <p>Garages and carports should be visually compatible with the development and the existing or preferred neighbourhood character.</p>	<p>Standard met</p> <p>The proposed development directly corresponds with the neighbouring character to No. 119 Kelvinside Road in relation to the style, colours and materials.</p> <p>The proposed landscaping and setbacks provided at ground and first floor present as a well articulated, site responsive design.</p>
Decision Guidelines	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The 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>	Standard met
Objective	To encourage design detail that respects the existing or preferred neighbourhood character.	Objective met

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.06-2 Front fences objective

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

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.06-3 Common property objectives

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B33	Developments should clearly delineate public, communal, and private areas.	<p>✓ Standard met</p> <p>Common property limited to the accessway and landscaping associated</p>
Objectives	Common property, where provided, should be functional and capable of efficient management.	<p>✓ Standard met</p>
	<p>To ensure that communal open space, car parking, access areas and site facilities are practical, attractive, and easily maintained.</p> <p>To avoid future management difficulties in areas of common ownership.</p>	<p>✓ Objective met</p>

2.3.3 Town Planning Application - No. 117 Kelvinside Road, Noble Park (Planning Application No. PLN21/0493) (Cont.)

Clause 55.06-4 Site services objectives

Title & Objective	Standard (Summarised)	Standard Met/Standard Not Met/NA
Standard B34	The design and layout of dwellings and residential buildings should provide sufficient space (including easements where required) and facilities for services to be installed and maintained efficiently and economically.	Standard met Sufficient setbacks are provided to allow for site services to be easily installed and maintained
	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
	The design response.	
Decision Guidelines Objectives	To ensure that site services can be installed and easily maintained.	Objective met
	To ensure that site facilities are accessible, adequate, and attractive.	

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507)

File Id:	321945
Responsible Officer:	Director City Planning Design & Amenity
Author:	Andrea Pearson
Proposed Meeting Date:	22 August 2022
Attachments:	Att 1: Submitted Plans Att 2: Location of Objectors Att 3: Clause 22.09 Assessment Att 4: Clause 52.06 Assessment Att 5: Clause 55 Assessment

Application Summary

Applicant:	Asif Khorrami
Proposal:	Development of the land for four (4) double storey dwellings and to alter access to a road in a Transport Zone 2
Zone:	Residential Growth Zone Schedule 2
Overlay:	Not applicable
Ward:	Cleeland

This application has been brought to a Council meeting as it has received three (3) objections.

The application proposes to develop the land for four (4) double storey dwellings and to alter access to a road in a Transport Zone 2.

A permit is required under the Greater Dandenong Planning Scheme pursuant to:

- Clause 32.07-5 (Residential Growth Zone) to construct two (2) or more dwellings on a lot
- Clause 52.29-2 (Land Adjacent to Principal Road Network) to alter access to a road in a Transport Road Zone 2.

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (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. Three (3) objections were received to the application. Issues raised generally relate to matters of:

- Overlooking/Loss of privacy;
- Overshadowing;
- Increase in traffic;
- Insufficient open space;
- Neighbourhood character;
- Flying debris;
- Overdevelopment/ density;
- Visual amenity;
- Stormwater run-off;
- Devalue property.

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 substantial 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 objective of Clause 55 *Two or more dwellings on a lot*.

The proposed development of the land for four (4) dwellings has been assessed against the relevant decision guidelines and is considered appropriate, subject to permit conditions.

Recommendation Summary

As assessed, officers consider this proposal to be generally compliant with all of the relevant provisions of the Greater Dandenong Planning Scheme. All grounds of objection have been considered, and Council officers are of the view that on balance, the proposal's degree of compliance with the Planning Scheme justifies that the application should be supported. Therefore, it is recommended that a Notice of Decision (which provides appeal rights to objectors) to grant a permit be issued subject to the conditions as set out in the recommendation.

If the application was to be appealed to VCAT, it is the officer's view that it is highly likely that VCAT would also issue a planning permit for this proposal.

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

Subject Site and Surrounds

Subject Site

The subject site is one residential allotment on the western side of Stud Road, Dandenong.

- The lot is rectangular in shape and has a frontage of 15.54 metres and a depth of 50.19 metres.
- The overall site area is 780 square metres.
- A single storey brick dwelling is currently located on the site and has a front setback of 8.0 metres. A detached garage and shed are located along the northern boundary. Access to the site is via a single crossover adjacent to the northern side of the site. In terms of topography, the site is relatively flat. Vegetation on the site is minimal with a small number of plants and shrubs within the front yard and along the rear boundary.
- A 1.83 metre wide drainage and sewerage easement is located along the western (rear) boundary.

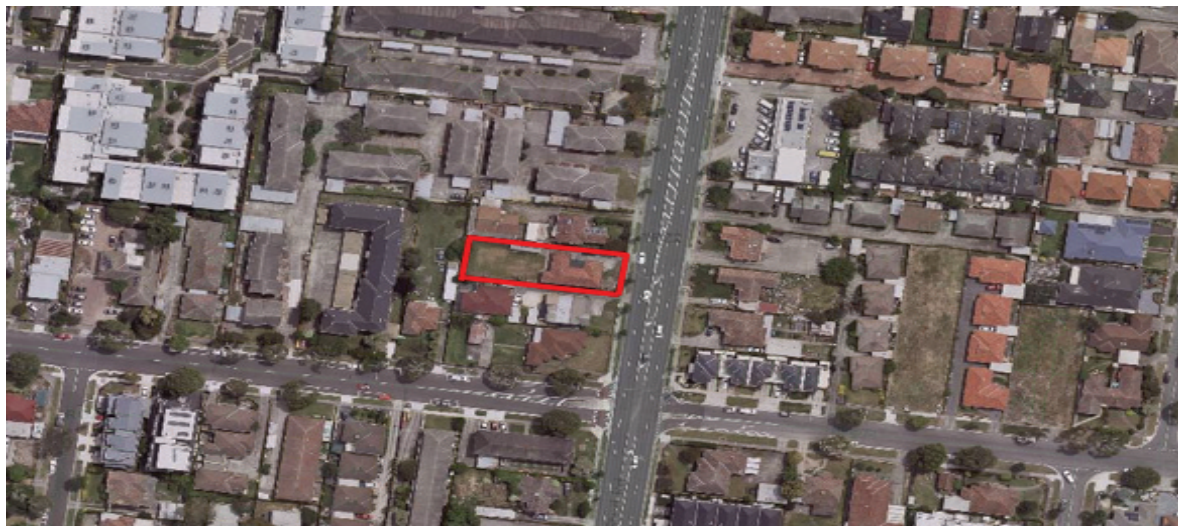
Surrounding Area

- The surrounding land along Stud Road between Herbert (to the north) and King Streets (to the south) are zoned Residential Growth Zone - Schedule 2. Existing development within this immediate area consists of a mixture of single and double storey dwellings and older style double storey unit or apartment complexes. Older housing stock is slowly being replaced with multi-dwelling developments predominantly double storey in height.
- There are a number of medical consulting suites and commercial properties located on both the eastern and western sides of Stud Road.
- The zoning changes to General Residential Zone 3 on the eastern side of Stud Road.
- To the north (approx. 160m on the northern side of Herbert Street) and the east (approx. 170m on eastern side of Sunnyside Avenue) the zoning changes to General Residential Zone 1 and contains a number of multi-unit developments which are double storey in height.
- To the south (approx. 50m on the southern side of King Street) the zoning changes to Residential Growth Zone 1 and contains a number of multi-unit developments which are double and triple storey in height.
- To the south west (approx. 225m on southern side of King Street and western side of Stuart Street) the zoning changes to Comprehensive Development Zone 2 which contains a mixture of commercial and residential properties.
- 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 690m to the east of the subject site.
- Bus route 901 between Frankston and Melbourne Airport runs along Stud Road.
- Bus route 862 between Chadstone Shopping Centre and Dandenong runs along Ross Street located approximately 430 metres to the east of the subject site.
- Bus routes 843 and 845 between Endeavour Hills and Dandenong Station and bus route 982 between Cranbourne and Dandenong Station run along Clow Street located approximately 250 metres to the south.

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

- Bus routes 802 and 804 between Chadstone Shopping Centre and Dandenong, bus route 811 between Brighton and Dandenong and bus route 861 between Endeavour Hills and Dandenong run along Cleeland Street located approximately 480 metres to the west.
- The Dandenong Train Station is located approximately 1200 metres to the south west of the subject 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 Permit PLN01/0400 was issued on 28/11/2011 'to develop the site for two (2) dwellings comprising of an existing and proposed dwelling, together with associated car parking and landscaping, all in accordance with the endorsed plans'.
- Planning Permit PLN08/0753 was issued on 11/02/2010 for the 'development of the land for nine (9) dwellings and to create access to a Road Zone (Category 1)'.

The above development permits have since expired as the respective developments did not commence within the required timeframe permitted.

Proposal

The application proposes the development of the land for four (4) double storey dwellings and to alter access to a Transport Road Zone 2 (Stud Road).

The details of the proposal are as follows:

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

Type of Proposal	Multi dwelling
Number of dwellings	Four
Levels	Double storey
Height	7.4 metres
Orientated to	Dwelling 1 orientated towards Stud Road Dwelling 2, 3 and 4 orientated towards shared accessway
External Materials	Render cladding / Brick / Weatherboard
Setbacks	Minimum ground floor setbacks encompassing all dwellings: East (frontage): 5.0 metres South: Garage of Residence 4 constructed along boundary West (rear): 3.0 metres North: 1.0 metre
Private Open Space type	Dwelling 1 – Total POS: 91sqm, comprising 31sqm of secluded private open space at ground floor and 2sqm at first floor (balcony), plus front yard of 57sqm. SPOS: 26sqm with minimum dimension of 3.3m accessed from living/kitchen/dining area. Dwelling 2- Total POS: 42sqm comprising 40sqm at ground floor and 2sqm at first floor (balcony). SPOS: 26sqm with minimum dimension of 3.5m accessed from living/kitchen/dining area. Dwelling 3 – Total POS: 44sqm comprising 40sqm at ground floor and 4sqm at first floor (balcony). SPOS: 25sqm with minimum dimension of 3.5m accessed from living/kitchen/dining area. Dwelling 4 – Total POS: 47sqm. SPOS: 35sqm with minimum dimension of 3.0m accessed from living/kitchen/dining area.
Number of bedrooms per dwelling	Dwelling 1 has three bedrooms. Dwelling 2, 3 and 4 each have two bedrooms.
Number of car spaces required	One car parking space required for each one or two bedroom dwelling.

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

	Two car parking spaces required for each three or more bedroom dwelling. A total of five car parking spaces are required for the development.
Number of car spaces provided	Five car parking spaces provided.
Type of car parking	Dwelling 1 is provided with a double garage. Dwelling 2 and 3 are provided with a single garage. Dwelling 4 is provided with a single garage open to the rear. The garage is open to enable access to the Council drainage pit located to the south west corner of the lot.
Access	Existing crossover to north east corner is proposed to be removed and reinstated. New crossover is to be provided to south east corner to connect to Stud Road with a minimum width of 3.0 metres.
Front fence	A 1.2 metre high brick pier and timber infill front fence.

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 32.07-5 (Residential Growth Zone) to construct two or more dwellings on a lot.
- Under Clause 52.29-2 (Land Adjacent to the Principal Road Network) to alter access to a road in a Transport Zone 2.

The relevant controls and policies are as follows:

Zoning Controls

The subject site is located in a Residential Growth Zone- Schedule 2, as is the surrounding area and is located on Stud Road, which is a Transport Road Zone 2.

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

The purpose of the Residential Growth Zone outlined at Clause 32.07 is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To provide housing at increased densities in building up to and including four storey buildings.*
- *To encourage a diversity of housing types in locations offering good access to services and transport including activity centres and town centres.*
- *To encourage a scale of development that provides a transition between areas of more intensive use and development and other residential areas.*
- *To ensure residential development achieves design objectives specified in a schedule to this zone.*
- *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 32.07-5, a permit is required to construct two (2) or more dwellings on a lot.

It is noted that within Schedule 2 to the zone, varied requirements of Clause 55 are set out as follows:

- Standard B6 (Minimum Street Setback) – As per B6 or 5 metres, whichever is the lesser;
- Standard B8 (Site Coverage) – Maximum of 70%;
- Standard B13 (Landscaping) – 70% of ground level front setback, and side and rear setbacks, planted with substantial landscaping and canopy trees;
- Standard B28 (Private Open Space) – 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 with a minimum area of 25 square metres, a minimum dimension of 3 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 a Transport Zone 2; maximum 1.2 metre 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 10 seeks to ensure that the objectives of planning in Victoria are fostered through appropriate land use and development planning policies and practices which integrate relevant environmental, social and economic factors in the interests of net community benefit and sustainable development. The objectives of Planning in Victoria are noted as:

(a) To provide for the fair, orderly, economic and sustainable use, and development of land.

(b) To provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity.

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

(c) To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria.

(d) To conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value.

(e) To protect public utilities and other facilities for the benefit of the community.

(f) To facilitate development in accordance with the objectives set out in paragraphs (a), (b), (c), (d) and (e).

(g) To balance the present and future interests of all Victorians.

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

Clause 11 Settlement states that planning is to anticipate and respond to the needs of existing and future commodities through provision of zoned and serviced land for housing, amongst others.

Managing growth is the focus of **Clause 11.02** which includes an objective that aims to ensure a sufficient supply of land is available for residential development, which is relevant to the current application.

Clause 15 Built environment and heritage seeks to ensure that planning achieves high quality urban design and architecture that meets a number of objectives. The following objectives are of relevance to the current application:

- *To create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity.*
- *To achieve building design outcomes that contribute positively to the local context and enhance the public realm.*
- *To recognise, support and protect neighbourhood character, cultural identity, and sense of place.*
- *To encourage land use and development that is energy and resource efficient, supports a cooler environment and minimises greenhouse gas emissions.*

Clause 16 (Housing) contains two (2) 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 (Housing Supply)**, which seeks to facilitate well-located, integrated and diverse housing that meets community needs, and **Clause 16.01-2S (Housing affordability)** which seeks to deliver more affordable housing closer to jobs, transport and services.

Clause 16.01-1R (Housing supply – Metropolitan Melbourne), includes several strategies to manage the supply of new housing including increased housing in established areas to create a city of 20-minute neighbourhoods close to existing services, jobs, public transport; as well as a strategy that allows 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.

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

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.

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.*

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

- *Encourage the provision of housing that is adaptable to support the needs of the changing needs of present and future residents.*
- *Encourage innovative redevelopment and renewal of deteriorating housing stock and older styled higher-density apartments and multi-unit developments.*
- *Encourage new residential development that incorporates adequate space for the planting and the long term viability and safe retention of canopy trees.*
- *Respecting the valued, existing neighbourhood character within incremental and minimal change areas.*
- *Requiring medium-density developments to be site and locality responsive and to respect existing and proposed neighbourhood character.*

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

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

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

- *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*
 - *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 provides design principles to sites within the Substantial Change Areas (Residential Growth Zones).

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

It is policy to:

- *Support significant change and increased residential densities in the Substantial Change Areas (zoned RGZ1 and RGZ2).*
- *Achieve a stepping down in building height and dwelling density from the core of each Activity Centre to the Incremental Change Areas (zoned GRZ).*
- *Provide a transition in built form and density at the interface of the surrounding Incremental Change Areas (zoned GRZ).*
- *Encourage residential development in the form of apartment and townhouse developments.*
- *Encourage well designed, site response three and four storey medium to high density residential developments that make a positive contribution to the streetscape and are visually interesting.*
- *Encourage consolidation of allotments to increase development potential and achieve improved design outcomes.*
- *Apply the following Design Principles for all residential developments, in addition to those at Clause 22.09-3.1*

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

Clause 22.09-3.2 (Substantial Change Areas) provide design principles, some of which also relate to the variances of the requirements of standards to Clause 55 under the schedule to the Residential Growth Zone. The guidelines are as follows:

- *Preferred housing type – The preferred housing type for the Substantial Change Area are medium to high density.*
- *Building Height – The maximum building height for land within the RGZ1 and RGZ2 is up to 4 storeys, including ground level.*
- *Bulk & Built Form-*
 - *Building bulk and height can be relatively uniform throughout the depth of sites, where articulated building elevations and well proportioned ground level setbacks to upper levels are provided at the front, side and rear of buildings to allow for substantial landscaping to soften the built form.*
 - *Upper level tiering may be appropriate in some cases with upper levels recessed from view. Tiered building profiles that result in excessive upper level setbacks should be avoided.*
 - *Separation between upper levels of dwellings on a site is not generally needed, provided the building portrays a high standard of design and does not result in unreasonable amenity impacts.*
 - *The bulk and mass of the upper levels of any dwelling should not have an unreasonable adverse impact on the amenity of adjacent residential secluded private open spaces.*
 - *Residential development should be well articulated through the use of contrast, texture, variation in forms, materials, openings, colours and the inclusion of vertical design elements.*

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- *Site Design – High density residential developments should provide safe and innovative communal open spaces.*

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 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 outlines the car parking rates for dwellings as follows:

- One (1) car parking space to each one (1) or two (2) bedroom dwelling;
- 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 five (5) or more dwellings (not required to be provided when the site is located within the PPTN).

Car parking is to be designed and construction in accordance with the requirements of Clause 52.09-9 and Clause 52.06-11 of the Scheme.

An assessment against Clause 52.06 is included as Attachment 4.

Clause 52.29 – Land Adjacent to the Principal Road Network

Clause 52.29 needs to be considered as the site is located on Stud Road which is a Transport Zone 2. The purpose of this Clause is to:

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- To ensure appropriate access to the Principal Road Network or land planned to form part of the Principal Road Network.
- To ensure appropriate subdivision of the land adjacent to Principal Road Network or land planned to form part of the Principal Road Network.

Pursuant to Clause 52.29-2, a permit is required to create or alter access to a road in a Transport Zone 2.

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 purpose 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 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 a zone applies.

An assessment against Clause 55 is included as Attachment 5.

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.

Community Vision 2040 and Council Plan 2021-25 – 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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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

External

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

External Referral Authority	
Department of Transport	No objection (subject to conditions and note on permit)

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.

Internal Department	
Civil Development	No objection (subject to conditions)
ESD/Sustainability	No objection (subject to conditions)
Transport	No objection (subject to conditions)

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 Stud Road.

The notification has been carried out correctly.

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Council has received three (3) objections to date.

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

Consultation

A consultation meeting was not held due to the restrictions associated with the COVID-19 pandemic, and the fact that the consultation meeting trigger level of four or more objections was not met.

Summary of Grounds of Submissions/Objections

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

- **Overlooking/Loss of privacy**

The proposed development shows the provision of fixed, obscured glazing to a height of 1.7m above finished floor level or a sill height of 1.7 metres above finished floor levels to all habitable room windows of the proposed dwellings which have views into a habitable room window or secluded private open space area of an adjoining dwelling. The balconies of Dwelling 2 and 3 have also been obscured to 1.7 metres above finished floor level on the southern elevations to avoid views of adjoining properties. Therefore, the development meets the requirements of Standard B22 – Overlooking (Clause 55.04-6) and is considered an appropriate response to issues of overlooking from the new dwellings.

- **Overshadowing**

The test for Overshadowing is set by Standard B21– Overshadowing Open Space (Clause 55.04-5). The proposed development has provided reasonable setbacks from neighbouring dwellings to the sides and the rear which results in no significant overshadowing of neighbouring secluded private open spaces to occur. The applicant has provided shadow diagrams that demonstrate compliance with the Standard.

- **Increase in traffic**

The increase from one dwelling to four dwellings on the site may generate a slightly higher rate of traffic within the local area, although it is not expected to create significant issues for traffic within the area. The application was assessed by Council's Transport Planning Unit who did not raise concerns regarding any increase of traffic within the surrounding area. It is considered that the existing road network is more than capable of supporting this very slight increase in vehicle movements.

- **Insufficient Open Space**

Each dwelling has been provided with a secluded private open space area with a minimum size of 25 square metres and a minimum dimension of 3.0 metres, as required in the Residential Growth Zone – Schedule 2. Dwelling 1 has been provided with a rear private open space area of 31 square metres, a first floor balcony of 2 square metres and the front yard. Dwellings 2 and 3 are both provided with a rear private open space area of 40 square metres, plus a first floor

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balcony. Dwelling 4 is provided with a rear private open space area of 47 square metres. 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 as such it is considered that an appropriate area of private open space for future residents has been provided.

- **Neighbourhood Character**

The proposed development has appropriately responded to the existing and preferred character of the area through the use of boundary setbacks at both ground and first floor, building height, landscaping opportunities and proposed external colours and materials which are consistent with other single dwellings within the immediate area, as well as other multi-unit developments. The proposal has 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.

- **Flying debris**

The objector has not specified what this refers to but it is assumed this refers to possible debris during the construction phase of the development. The construction process is outside of relevant planning considerations and will be dealt with by the relevant building surveyor to ensure construction is carried out correctly with minimal impact on neighbouring properties.

- **Overdevelopment/Density**

Two of the objectors have raised concerns regarding the ‘density of development is excessive’. The site is located within the Residential Growth Zone which allows for high density housing, including buildings up to four storeys in height. This proposal for four double storey dwellings is considered to be an appropriate response to the objectives of the Residential Growth Zone, as well as Clause 22.09 – Residential Development and Neighbourhood Character Policy for a site located within the Substantial Change Area. The development accommodates each dwelling with an appropriate response to, amongst many, setbacks, private open space and site coverage as the requirements of Standard B8 – Site Coverage (Clause 55.05-3), Standard B17 – Side and Rear Setbacks (Clause 55.04-1) and Standard B28 – Private Open Space (Clause 55.05-4) under Clause 55 has been met. Therefore, it is considered that the proposal would not result a development that is an overdevelopment or has too high of a housing density.

- **Visual amenity**

The objector located to the rear of the site has identified concerns regarding the impact of the development on visual amenity. It is considered that the proposed development is an appropriate response to the adjoining properties through the provision of landscaping along side and rear boundaries to soften the built form, proposed setbacks from boundaries, as well as from habitable room windows and secluded private open space areas of adjoining dwellings.

- **Stormwater run-off**

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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.

- **Devalue property**

Any possible devaluation of a property due to a neighbouring development is not a planning consideration.

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 proposed ground and first floor setbacks and resultant opportunity for landscaping along side and rear boundaries will limit visual bulk impacts on adjacent properties and on the streetscape. The development is for four double storey dwellings 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 22.09 (full assessment attached, as Attachment 3);
- Clause 52.06 (full assessment attached, as Attachment 4); and
- Clause 55 (full assessment attached, as Attachment 5) as well as Schedule 2 to the Residential Growth Zone.

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

Use

As outlined under Clause 32.07-2 (Residential Growth Zone), a dwelling is listed as a Section 1 use, and a planning permit is not required for the use of this 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 is guided by:

- Clause 22.09 Residential Development and Neighbourhood Character;

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

- Clause 52.09 Car Parking; and
- Clause 55 Two or more dwellings on a lot.

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 the urban design, character, streetscapes and landscape issues.

It is considered that the proposed design response respects the preferred neighbourhood character of the substantial change area by providing a medium density housing typology.

The design of the dwellings are considered in keeping with the neighbourhood character by the way of ground and first floor setbacks, external colours and materials and the capacity for landscaping and canopy tree planting across the site.

The proposal is located within an area subject to substantial change as demonstrated by recent double 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 as Attachment 3 of this report. This proposal provides a design response which is consistent with the preferred character envisaged by Clause 22.09. The instances that warrant further discussion are detailed below:

Design Principles for all residential developments

Safety

Relevant Design Principle:

- Incorporate active frontages including ground floor habitable room windows.

The submitted plans show that the living area window of Dwelling 3 will have a sill height of 1.8 metres above the shared accessway. The sill height of this window reduces the active frontage for the dwelling. Subsequently, the sill height of this habitable room window should be full height and noise attenuated windows should be provided in order to provide an active frontage to Dwelling 3 and to enable views from the ground floor habitable room windows of the dwelling. Whilst this amendment would not comply with the Standard B15 of Clause 55 due to the setback of the window being less than 1.5m from the common accessway, the noise attenuated glazing required would limit noise from the common accessway to the windows and comply with the objective of that Clause.

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Design Principle for Substantial Change Area

Bulk & Built Form

Relevant Design Principle:

- Building bulk and height can be relatively uniform throughout the depth of sites, where articulated building elevations and well proportioned ground level setbacks to upper levels are provided at the front, side and rear of buildings to allow for substantial landscaping to soften the built form.
- The bulk and mass of the upper levels of any dwelling should not have an unreasonable adverse impact on the amenity of adjacent residential secluded private open spaces.

The proposed built form demonstrates a high standard of design, and provides articulation and good setbacks to all boundaries. As the site is within a RGZ2, the rearmost dwelling is not required to be single storey. The rearmost dwelling is only required to be single storey within the GRZ1 and GRZ2.

Clause 52.06 Assessment - Car Parking

The table at Clause 52.06-5 (Car parking – Number of car spaces required under Table 1) sets out the car parking requirement that applies to the use of land 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.

The site is within the Principle Public Transport Network area map. Land within the Principle Public Transport Network area map is exempt from providing visitor car space for development of five (5) or more dwellings.

A total of five (5) car parking spaces are required.

The proposal would provide one (1) car space for each two-bedroom dwelling and two (2) car spaces to each three-bedroom dwelling with at least one (1) under cover car space, resulting in a total of five (5) car parking spaces being provided.

No visitor car space is required or provided.

The number of car spaces provided complies with Clause 52.06 (Car parking)

The proposal complies with the Design Standard of Clause 52.06-9. A full Clause 52.06 assessment is attached to this report at Attachment 4.

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

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

Clause 55.03-1 – Street Setback objective (Standard B6)

Relevant standard:

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- Walls of buildings should be set back from streets:
 - At least the distance specified in a schedule to the zone, or
 - If no distance is specified in a schedule to the zone, the distance specified in Table B1.
- Porches, pergolas and verandahs that are less than 3.6 metres high and eaves may encroach not more than 2.5 metres into the setbacks of this standard.
- Front setback in Schedule 2 to the Residential Growth Zone is 5m.

The balcony for Dwelling 1 would be within the 5m front setback area and would exceed 3.6m high. Therefore, the balcony does not comply with the standard and it is the officer recommendation that it should be deleted. This could be conditioned.

Clause 55.03-10 – Parking Location objective (Standard B15)

Relevant objective:

- To protect residents from vehicular noise within developments

Relevant standard:

- Shared accessways or car parks of other dwellings and residential buildings should be located at least 1.5 metres from the windows of habitable room windows. This setback may be reduced to 1.0 metres where there is a fence at least 1.5 metres high or where window sills are at least 1.4 metres above the accessway.

Dwelling 2 has two ground floor full height habitable room windows which face the shared accessway, and are less than 1.5m from the accessway. Noise attenuation provided measures should be provided to these windows to limit noise from the common accessway to the habitable rooms as a permit condition, if a permit is granted. This would comply with the objective of this Clause.

The living area window of Dwelling 3 will have a sill height of 1.8 metres above the shared accessway. The above assessment under Clause 22.09 requires the window to be full height to improve active frontages. Whilst this amendment would not comply with the Standard B15 of Clause 55 due to the setback of the window been less than 1.5m from the common accessway, the noise attenuated glazing required would limit noise from the common accessway to the windows and comply with the objective of that Clause.

Clause 55.04-8 – Noise Impacts objective (Standard B24)

Relevant objective:

Dwellings and residential buildings close to busy roads, railway lines or industry should be designed to limit noise levels in habitable rooms.

The subject site is located on Stud Road, a Transport Zone 2, which generates significant vehicle noise. Dwelling 1 faces Stud Road and has three ground floor windows and three first floor windows/door directed towards Stud Road. These windows are shown to be provided with acoustic double-glazed windows, however it is considered that noise attenuation glazing would be a better

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solution to limiting the noise levels for these habitable room windows. Subsequently, a condition can be included on the permit, if issued, requiring these windows to be provided with noise attenuation glazing.

Clause 55.05-2 – Dwelling Entry objective (Standard B26)

Relevant standard:

- Entries to dwellings and residential buildings should:
 - Be visible and easily identifiable from streets and other public areas

The entrance of Dwelling 4 would be obscured by the southern wall of Dwelling 3 from the majority of the common accessway. It is recommended that the southern wall of Dwelling 3 be setback in line with the entrance door / wall of Dwelling 4 to improve visibility of the entrance to Dwelling 4 from the common accessway. The southern wall first floor of Dwelling 3 should also be setback accordingly. This could be conditioned.

Land adjacent to the Principal Road Network

Pursuant to Clause 52.29-2 of the Greater Dandenong Planning Scheme, a planning permit is required to create or alter access to a road in a Transport Zone 2. Stud Road is a Transport Zone 2.

The proposal would remove the existing crossover at the northeast corner and provide a new crossover at the southeast corner.

Pursuant to Clause 52.29-4 an application under this clause is required to be referred to the Department of Transport. The application was referred to the Department of Transport under Section 55 who has no objection to the proposal subject to conditions. The conditions from the Department of Transport would be included as conditions of any permit to be granted.

It is considered that the proposed development would not result in adverse traffic impacts to Stud Road.

Council Drainage and Sewerage Easement

A Council drainage and sewerage easement is setback 1.83 metres from the rear boundary. The garage of Dwelling 4 is proposed to be open for the last 1.7 metres with the area covered in gravel in order for access to be provided to the pipe if required. The referral response from Council's Civil Development team has also requested that a Section 173 Agreement be put in place for the site in order to ensure access to the area is provided in the future. This could be conditioned.

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.

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The provided BESS scored complies with a score of 61% for best practice encompassing the full life of the building 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 location of rain gardens, the specification of habitable room windows as double glazed and roof catchment areas. Conditions have been included to require these details on the plans to be updated, as well as relevant notations to be updated as required.

BESS Information Summary Dwelling Type: Residential		Project Overall Score: 61%		
		Fail	Best Practice	Design Excellence
		(<49%)	(50-69%)	(>70%)
BESS Category	Score	Initiatives		
Management	83%	Corrections required		
		Preliminary energy rating assessment (NatHERS) to be undertaken		
Water	66%	Revisions required		
		Rainwater tank capacity of 2,000L per dwelling connected to: Landscape irrigation, toilet flushing		
		High WELS star rated water fittings, fixtures and appliances		
		Potable water consumption reduced by 41% compared to same building following minimum standards		
Energy	50%	Additional information required		
		Energy efficiency NatHERS rating to be undertaken		
		Reverse cycle air conditioning with min 4-star energy rating		
		5-star gas storage hot water unit installed		
		Estimated greenhouse gas emissions reduced by 71% compared to same building following minimum standards		

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Stormwater	100%	
		Best practice water quality objectives achieved through on site stormwater management including rainwater collection and reuse
Indoor Environment Quality	100%	Corrections required
		Over 50% of dwellings orientated north
		Double glazing to all habitable room windows
		Design promotes cross ventilation
Transport	50%	
		Garage and POS to accommodate
Waste	0%	
		POS includes provision for F.O.G.O waste bin
Urban Ecology	62%	
		39% of the site is permeable, allowing landscaping

Conclusion

The proposal is generally consistent with the provisions of the Greater Dandenong Planning Scheme, including the zoning requirements, local policy direction, applications of Clauses 22.09, 52.06 and 55, as 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 No. 19 Stud Road, Dandenong VIC 3175 (Lot 1 TP 259256) for the purpose of the 'Development of the land for four (4) double-storey dwellings and to alter access to road in a Transport Zone 2', 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. The amended plans must be generally in accordance with the plans submitted and assessed with the application but modified to show:**
 - 1.1. The balcony for Dwelling 1 deleted;**

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- 1.2. The southern wall ground floor and first floor for Dwelling 3 setback inline with the entrance door / wall of Dwelling 4;**
- 1.3. The sill height to the ground floor sitting room windows of Dwelling 3 which face the common driveway to be full height;**
- 1.4. Noise attenuation glazing provided to all ground and first floor habitable room windows of Dwelling 1 which face Stud Road and to the ground floor habitable room windows to Dwellings 2 and 3 which face the common driveway. All other habitable room windows to be double glazed;**
- 1.5. Location of the nominated raingardens on the plans to each private open space area in accordance with the Sustainable Design Assessment. Drawings must include a cross section of the raingarden (to scale) and include composition of the raingarden materials and general integration to the stormwater system to inform the site drainage plan. Raingardens must be located at least 500mm from building footings and property boundaries;**
- 1.6. Incorporation of any applicable fixed or adjustable vertical shading devices to east and western orientated windows.**

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

- 2. Before the endorsement of the plans required by Condition 1, 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. 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, 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;**

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- 2.6. At least one (1) advanced native canopy tree with a minimum planting height of 1.5 metres within the rear secluded private open space areas of each dwelling and within the front yard of Dwelling 1;**
- 2.7. The canopy tree within the secluded private open space of Residence 4 to be cleared of the easement; and**
- 2.8. Any paving or deck areas within the secluded private open space areas to be on a permeable base.**

When approved the amended landscape plan will be endorsed and 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 the endorsement of plans under Condition 1, 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 commitments included in the SDA (prepared by Archi Design Office) but modified to include:**
 - 5.1. Submission of a preliminary energy rating assessment (NatHERS) for each dwelling that achieves an energy rating beyond 6-stars;**
 - 5.2. Revised stormwater assessment section that includes:**
 - 5.2.1 Specification of a minimum roof catchment area of 50sqm per dwelling draining to the rainwater tank;**
 - 5.2.2. Specification of the composition of the driveway and any applicable water sensitive urban design treatments to it;**
 - 5.2.3. Specification of the location of the raingarden to each dwelling where required including description of integration with the site drainage system.**

[illegible]

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

- 7. Prior to the commencement of the development, a report and consent application for build over easement must be submitted to and approved by Council for the proposal to build over the 1.83m wide drainage & sewerage easement located along the western boundary. The build over easement application will be approved subject to the following conditions:**
 - 7.1. The owner enters into a Section 173 Agreement with Council to allow access to the easement.**
 - 7.2. The stormwater pipe under the structure is upgraded to 225mm RC pipe.**
 - 7.3 2 x easement pits are constructed either side of the garage/carport/shed.**
 - 7.4 No footings within the easement.**
- 8. Provision must be made for the drainage for the development including landscaped and pavement areas, all to the satisfaction of the Responsible Authority.**
- 9. The connection of the internal drainage infrastructure to the legal point of discharge must be to the satisfaction of the Responsible Authority.**
- 10. 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.**
- 11. Before the approved buildings are 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.**
- 12. Standard concrete vehicle crossing must be constructed to suit proposed driveway 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.**
- 13. Access to the site and any associated roadwork must be constructed, all to the satisfaction of the Responsible Authority.**
- 14. Except with the prior written consent of the Responsible Authority, floor levels shown on the endorsed plan/s must not be altered or modified.**
- 15. Before the approved buildings are occupied, the development must be provided with external lighting capable of illuminated 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.**

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

16. Before the approved buildings are occupied, the obscure glazing to the windows shown on the endorsed plans must be provided through frosted glass or similarly treated glass. Adhesive film or similar removable material must not be used.

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

17. Before the approved buildings are occupied, all boundary walls in the development must be constructed, cleaned and finished to the satisfaction of the Responsible Authority.

18. 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 the Greater Dandenong Planning Scheme Clause 52.06-9.

Department of Transport Conditions

19. Prior to the occupation of the development, the crossover and driveway are to be constructed to the satisfaction of the Responsible Authority and at no cost to the Head, Transport for Victoria.

20. Prior to the occupation of the development hereby approved, the disused/redundant vehicle crossing must be removed, and the area reinstated to kerb and channel, to the satisfaction of the Responsible Authority and at no cost to the Head, Transport for Victoria.

21. Vehicles must enter and exit the land in a forward direction at all times.

End Department of Transport Conditions

22. This permit will expire if:

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

22.2. 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

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

- (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.

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

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

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

As this 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 vehicle crossing prior to construction of the crossing. You may be required to apply for an Asset Protection Permit from Council's engineering services. Queries regarding engineering requirement can be directed to Council's general phone number of 8571 1000.

Any redundant vehicle crossing will need to be removed and reinstated with kerb in accordance with Councils Standards. The developer will need to obtain a Vehicle Crossing Permit from Council.

The proposed development required works within the road reserve. Separate approval under the Road Management Act 2004 for this activity is required from the Head, Transport for Victoria. Please contact the Department of Transport (Roads) prior to commencing any works.

**2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507)
(Cont.)**

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION – NO. 19 STUD ROAD DANDENONG
(PLANNING APPLICATION NO. PLN21/0507)**

ATTACHMENT 1

SUBMITTED PLANS

PAGES 9 (including cover)

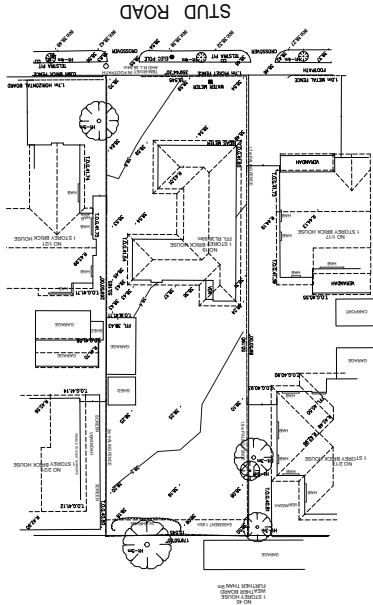
If the details of the attachment are unclear please contact Governance on 8571 5235.

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507)
(Cont.)



LOCAL AMENITIES & SERVICES INFORMATION SCHEDULE	
LOCATION TO C.I.D.	29.42 KM TO MELBOURNE
PARKING	1000 M
SCHOOLS	540 M
COLLEGES	840 M
SHOPS	340 M
PUBLIC TRANSPORT	340 M
BUS STOP	No. 901 30 M
TRAIN STATION	1220 M
SITE ANALYSIS PLAN CERTIFICATION	
I HEREBY CERTIFY THAT THE INFORMATION PROVIDED IN THIS PLAN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I AM A REGISTERED TOWN PLANNING CONSULTANT AND I HAVE PREPARED THIS PLAN IN ACCORDANCE WITH THE TOWN PLANNING ACT 1988 AND THE TOWN PLANNING REGULATIONS 2015. I HAVE ALSO CONDUCTED A VISUAL IMPACT ASSESSMENT AND A ROAD CROSSING ANALYSIS. I HAVE ALSO CONDUCTED A VISUAL IMPACT ASSESSMENT AND A ROAD CROSSING ANALYSIS. I HAVE ALSO CONDUCTED A VISUAL IMPACT ASSESSMENT AND A ROAD CROSSING ANALYSIS.	
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MELWAYS REF NO: 90 E6



EXISTING CONDITIONS PLAN

SCALE 1:200

NOTES	
1. THE SITE IS LOCATED AT 19 STUD ROAD, DANDENONG, VIC 3175. THE SITE IS A RESIDENTIAL LOT OF 1,000 SQM. THE SITE IS CURRENTLY OCCUPIED BY A RESIDENTIAL DWELLING. THE SITE IS PROPOSED TO BE DEVELOPED FOR A RESIDENTIAL DWELLING. THE SITE IS PROPOSED TO BE DEVELOPED FOR A RESIDENTIAL DWELLING.	
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PROJECT INFORMATION	
PROJECT NAME	19 STUD ROAD, DANDENONG
PROJECT STATUS	PLANNING APPLICATION
PROJECT SCALE	SCALE 1:200 (A1)
PROJECT DATE	2021/05/07
PROJECT DRAWING	DRAWING NO. 1
PROJECT SHEET	SHEET 1 OF 1

[illegible]

[illegible]

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507)
(Cont.)



FIRST FLOOR PLAN
SCALE 1:100

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| ADJUTANT | | ISSUE COMMENTS | | NOTES

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| REVISION | DATE | REVISION | DATE | The following is a summary of the changes to the plan as approved by the Council. The changes are as follows: 1. The proposed development is a new unit development. 2. The proposed development is a new unit development. 3. The proposed development is a new unit development. 4. The proposed development is a new unit development. 5. The proposed development is a new unit development. 6. The proposed development is a new unit development. 7. The proposed development is a new unit development. 8. The proposed development is a new unit development. 9. The proposed development is a new unit development. 10. The proposed development is a new unit development. 11. The proposed development is a new unit development. 12. The proposed development is a new unit development. 13. The proposed development is a new unit development. 14. The proposed development is a new unit development. 15. The proposed development is a new unit development. 16. 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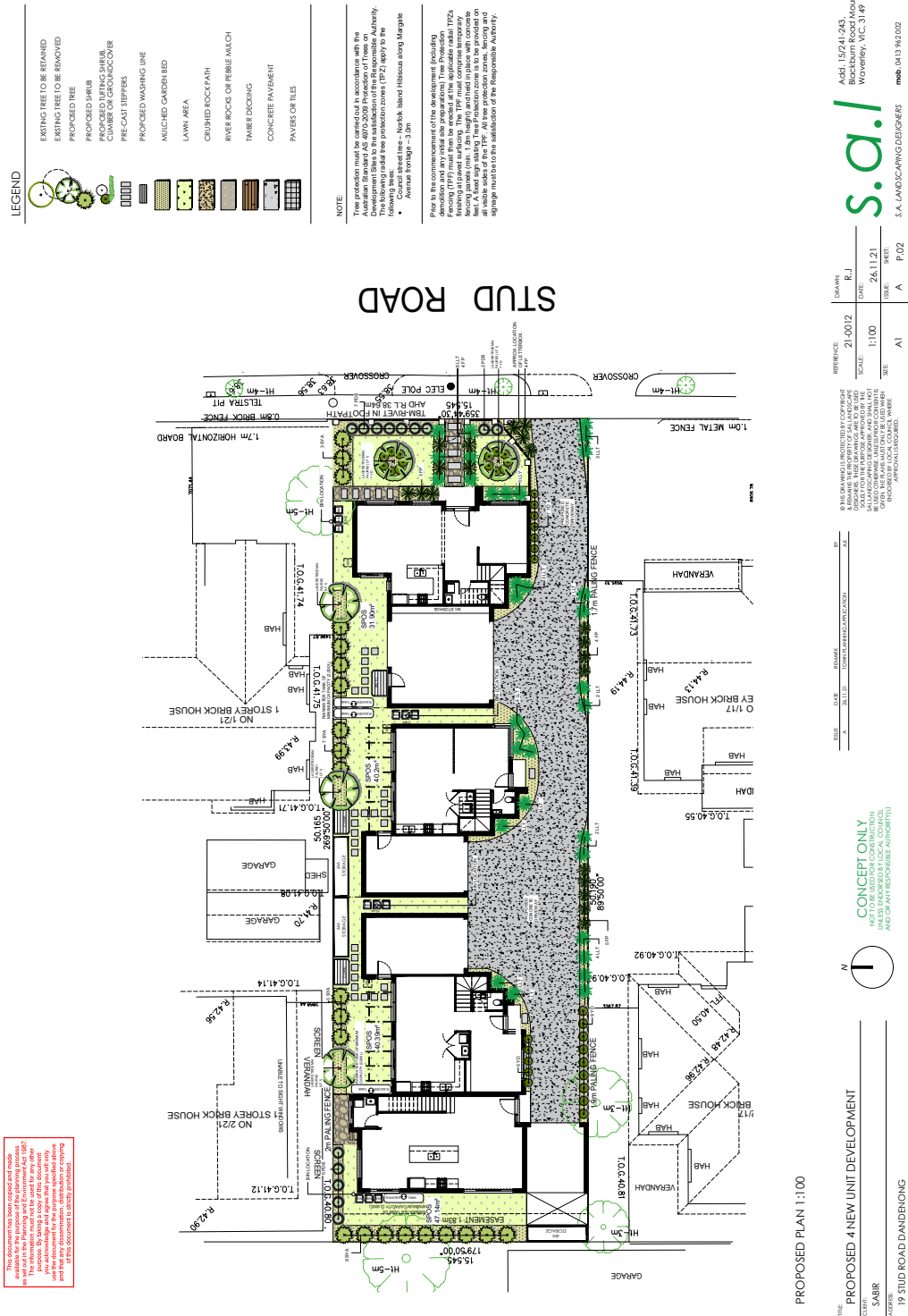
2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507)
(Cont.)



2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507)
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2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507)
(Cont.)



**2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507)
(Cont.)**

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION – NO. 19 STUD ROAD DANDENONG
(PLANNING APPLICATION NO. PLN21/0507)**

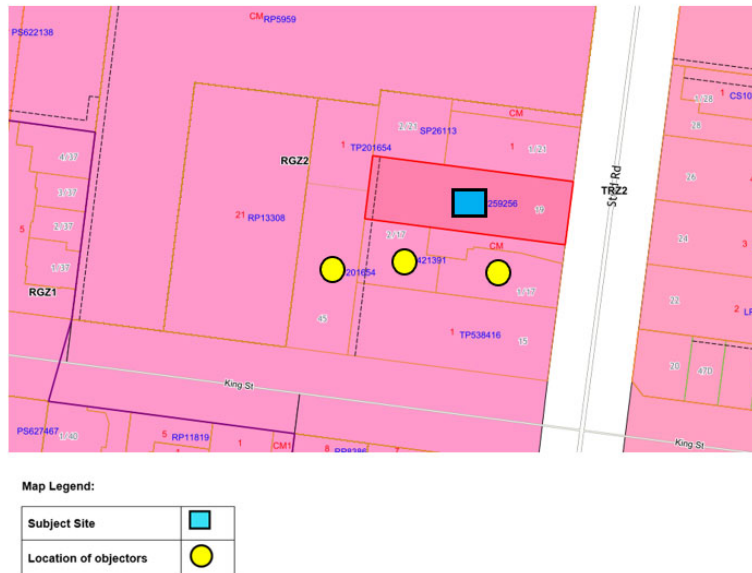
ATTACHMENT 2

LOCATION OF OBJECTORS

PAGES 2 (including cover)

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

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)



**2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507)
(Cont.)**

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION – NO. 19 STUD ROAD DANDENONG
(PLANNING APPLICATION NO. PLN21/0507)**

ATTACHMENT 3

CLAUSE 22.09 ASSESSMENT

PAGES 7 (including cover)

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

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

Assessment Table for Clause 22.09 – Residential Development & Neighbourhood Character Policy

Clause 22.09-3.1 Design Principles for all residential developments

Safety	To encourage the provision of safer residential neighbourhoods, new development should enable passive surveillance through designs that:	
	Incorporate active frontages including ground floor habitable room windows.	<p>✓ Principle can be met via permit condition</p> <p>The submitted plans show that the living area window of Dwelling 3 will have a sill height of 1.8 metres above the shared accessway. The sill height of this window reduces the active frontage for the dwelling. Subsequently, the sill height of this habitable room window should be full height and noise attenuated windows should be provided in order to provide an active frontage to Dwelling 3 and to enable views from the ground floor habitable room windows of the dwelling. Whilst this amendment would not comply with the Standard B15 of Clause 55 due to the setback of the window been less than 1.5m from the common accessway, the noise attenuated glazing required would limit noise from the common accessway to the windows and comply with the objective of that Clause.</p>
	Maximise the number of habitable room windows on all levels of residential buildings that overlook the public realm, streets, laneways, internal access ways and car parking areas.	<p>✓ Principle met</p>
	Use semi-transparent fences to the street frontage.	<p>✓ Principle met</p> <p>A 1.2 m high brick pier and timber infill front fence proposed.</p>
	Light communal spaces including main entrances and car parking areas with high mounted sensor-lights.	<p>✓ Principle can be met via permit condition</p> <p>Security lighting has not been provided for the front of Residence 1 which can be required as a condition of permit.</p> <p>High mounted sensor lights provided to each garage.</p>
	Ensure that all main entrances are visible and easily identifiable from the street.	<p>✓ Principle met</p>
Landscaping	Locate non-habitable rooms such as bathrooms, away from entrances and street frontage.	<p>✓ Principle met</p>
	Residential development should:	
	Provide substantial, high quality on-site landscaping, including screen planting and canopy trees along ground level front and side and rear boundaries.	<p>✓ Principle met</p>
	Provide substantial, high quality landscaping along vehicular accessways.	<p>✓ Principle met</p>
	Include the planting of at least one substantial canopy tree to each front setback and ground level secluded private open space area.	<p>✓ Principle met</p>
	Planting trees that are common to and perform well in the area.	<p>✓ Principle met</p>
	Avoid the removal of existing mature trees by incorporating their retention into the site design.	<p>✓ Principle met</p>

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

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

	Use landscaping to soften the appearance of the built form when viewed from the street and to respect the amenity of adjoining properties.	✓ Principle met
	Ensure that landscaping also addresses the Safety Design Principles.	✓ Principle met
	Canopy trees should be planted in well proportioned setbacks/private open space that are sufficient to accommodate their future growth to maturity.	✓ Principle met
	Landscaping should minimise the impact of increased storm water runoff through water sensitive urban design and reduced impervious surfaces.	✓ Principle met
	Landscaping should be sustainable, drought tolerant, and include indigenous species and be supported through the provision of rainwater tanks.	✓ Principle met
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.	✓ Principle met New single crossover proposed and existing crossover to be removed and reinstated.
	On-site car parking should be: <ul style="list-style-type: none"> Well integrated into the design of the building. Generally hidden from view or appropriately screened where necessary. Located to the side or rear of the site so as to not dominate the streetscape and to maximise soft landscaping opportunities at ground level. 	✓ Principle met Car parking provided to the rear.
	Where car parking is located within the front setback it should be: <ul style="list-style-type: none"> Fully located within the site boundary; and Capable of fully accommodating a vehicle between a garage or carport and the site boundary. 	N/A
	Developments with basement car parking should consider flooding concerns where applicable.	N/A
Setbacks, front boundary and width	Residential developments should: Provide a front setback with fence design and height in keeping with the predominant street pattern.	✓ Principle met A 1.2m high brick and timber infill front fence is proposed which is consistent with other front fences in area.
	Maintain the apparent frontage width pattern.	✓ Principle met
	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.	✓ Principle met Appropriate side setbacks would be provided between buildings to enable the planting and future growth of trees to maturity.
	Provide open or low scale front fences to allow a visual connection between landscaping in front gardens and street tree planting.	✓ Principle met A 1.2m high front fence with 25% openings is proposed.
Private open space	All residential developments should provide good quality, useable private open space for each dwelling directly accessible from the main living area.	✓ Principle met Each dwelling would provide good quality, useable private open space for each dwelling which would be directly accessible from the main living areas.

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

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

	Ground level private open space areas should be able to accommodate boundary landscaping, domestic services and outdoor furniture so as to maximise the useability of the space.	✓ Principle met Ground level private open space areas would be able to accommodate boundary landscaping, domestic services and outdoor furniture so as to maximise the useability of the space.
	Private open space should be positioned to maximise solar access.	✓ Principle met Private open space is positioned to maximise solar access.
	Upper floor levels of the same dwelling should avoid encroaching secluded private open space areas to ensure the solar access, useability and amenity of the space is not adversely affected.	✓ Principle met The upper floors of each dwelling would avoid encroaching over their respective secluded private open space areas.
	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.	N/A
Bulk & Built Form	All residential developments should respect the dominant façade pattern of the streetscape by: <ul style="list-style-type: none"> Using similarly proportioned roof forms, windows, doors and verandahs; and Maintaining the proportion of wall space to windows and door openings. 	✓ Principle met The proposed dwellings would respect the dominant façade pattern of the streetscape by using similarly proportioned roof forms, windows, doors and front porch and maintaining a similar proportion of wall space to windows and door openings.
	Balconies should be designed to reduce the need for screening from adjoining dwellings and properties.	✓ Principle met The balconies for Residence 2 and 3 are obscured to 1.7m on the southern elevation but not required for eastwest elevations.
	The development of new dwellings to the rear of existing retained dwellings is discouraged where: <ul style="list-style-type: none"> The siting of the retained dwelling would not enable an acceptable future site layout for either the proposed or future dwelling; or The retention of the existing dwelling detracts from the identified future character. 	N/A
	On sites adjacent to identified heritage buildings, infill development should respect the adjoining heritage by: <ul style="list-style-type: none"> Not exceeding the height of the neighbouring significant building; Minimising the visibility of higher sections of the new building; and Setting higher sections back at least the depth of one room from the frontage. 	N/A
	Residential development should: Preserve the amenity of adjoining dwellings through responsive site design that considers the privacy, solar access and outlook of adjoining properties.	✓ Principle met The proposed development would preserve the amenity of adjoining dwellings through a responsive site design that considers the privacy, solar access and outlook of adjoining properties.
Site Design	Maximise thermal performance and energy efficiency of the built form by addressing orientation, passive design and fabric performance	✓ Principle met The proposed development would maximise thermal performance and energy efficiency of the built form by addressing orientation and passive design.

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

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

	Ensure that building height, massing articulation responds sensitively to existing residential interfaces, setbacks and streetscape and reduces the need for screening.	✓ Principle met The proposed development would ensure that building height, massing and articulation responds sensitively to existing residential interfaces, setbacks and streetscape and reduces the need for screening.
	Provide sufficient setbacks (including the location of basements) to ensure the retention of existing trees and to accommodate the future growth of new trees.	✓ Principle met The proposed development would provide sufficient setbacks to accommodate the future growth of new trees.
	Provide suitable storage provisions for the management of operational waste	✓ Principle met
	Appropriately located suitable facilities to encourage public transport use, cycling and walking.	✓ Principle met
Materials & Finishes	Residential development should:	
	Use quality, durable building materials and finishes that are designed for residential purposes.	✓ Principle met The proposed development would comprise of cladding, brickwork and render.
	Avoid the use of commercial or industrial style building materials and finishes.	✓ Principle met The proposed development would not include any commercial or industrial style building materials or finishes.
	Avoid using materials such as rendered cement sheeting, unarticulated surfaces and excessive repetitive use of materials.	✓ Principle met
	Use a consistent simple palette of materials, colours finishes and architectural detailing.	✓ Principle met The proposed development would use a consistent simple palette of materials, colour finishes and architectural detailing.
	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
Domestic services normal to a dwelling and Building services	In order to minimise the impact of domestic and building services on the streetscape, adjacent properties, public realm and amenity of future residents, new residential development should:	
	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 Domestic and building services could be visually integrated into the design of the development and appropriately positioned or screened so as not be seen from the street or adjoining properties.
	Be designed to avoid the location of domestic and building services: <ul style="list-style-type: none"> • Within secluded private open space areas, including balconies; and • Where they may have noise impacts on adjoining habitable rooms and secluded private open space areas. 	✓ Principle met
Internal Amenity	Residential development should:	
	Ensure that dwelling layouts have connectivity between the main living area and private open space.	✓ Principle met

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

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507)
(Cont.)

	Be designed to avoid reliance on borrowed light to habitable rooms.	✓ Principle met Borrowed light not relied upon.
	Ensure that balconies and habitable room windows are designed and located to reduce the need for excessive screening.	✓ Principle met
	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.

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

Clause 22.09-3.2 Design principles for Substantial Change Areas – Residential Growth Zone (RGZ)

Preferred housing types	The preferred housing types for the Substantial Change Area are medium to high density	✓ Principle met Medium density proposed.
Building Height	The preferred maximum building height for land within the RGZ1 and RGZ2 is up to 4 storeys, including ground level.	✓ Principle met All dwellings are double storey.
Bulk & Built Form	Building bulk and height can be relatively uniform throughout the depth of sites, where articulated building elevations and well proportioned ground level setbacks to upper levels are provided at the front, side and rear of buildings to allow for substantial landscaping to soften the built form. Upper level tiering may be appropriate in some cases with upper levels recessed from view. Tiered building profiles that result in excessive upper level setbacks should be avoided. Separation between upper levels of dwellings on a site is not generally needed, provided the building portrays a high standard of design and does not result in unreasonable amenity impacts. The bulk and mass of the upper levels of any dwelling should not have an unreasonable adverse impact on the amenity of adjacent residential secluded private open spaces. Residential development should be well articulated through the use of contrast, texture, variation in forms, materials, openings, colours and the inclusion of vertical design elements. High density residential developments should provide safe and innovative communal open spaces.	✓ Principle met The development is provided with suitable ground and first floor setbacks to enable separation between the dwellings as well as the opportunity for substantial planting along side and rear boundaries. The proposed built form demonstrates a high standard of design, and as the site is within a RGZ2, the rearmost dwelling is not required to be single storey. The rearmost dwelling is only required to be single storey within the GRZ1 and GRZ2. ✓ Principle met ✓ Principle met Sufficient first floor separation provided. ✓ Principle met The design of the development would result in minimal impact on the amenity of adjacent SPOS areas. ✓ Principle met
Site Design	High density residential developments should provide safe and innovative communal open spaces.	N/A Development is medium density.

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.

**2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507)
(Cont.)**

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION – NO. 19 STUD ROAD DANDENONG
(PLANNING APPLICATION NO. PLN21/0507)**

ATTACHMENT 4

CLAUSE 52.06 ASSESSMENT

PAGES 5 (including cover)

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

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

Assessment Table - Clause 52.06

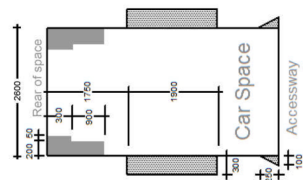
Clause 52.06-9 Design standards for car parking

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 standard 1 - Accessways	Accessways must:	✓ Standard met
	<ul style="list-style-type: none"> Be at least 3 metres wide. 	Accessway has a minimum width of 3.0 metres.
	<ul style="list-style-type: none"> Have an internal radius of at least 4 metres at changes of direction or intersection or be at least 4.2 metres wide. 	N/A
	<ul style="list-style-type: none"> 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
	<ul style="list-style-type: none"> Provide at least 2.1 metres headroom beneath overhead obstructions, calculated for a vehicle with a wheel base of 2.8 metres. 	✓ Standard met No overhead obstructions identified.
	<ul style="list-style-type: none"> If the accessway serves four or more car spaces or connects to a road in a Transport Zone 2 or Transport Zone 3, the accessway must be designed to that cars can exit the site in a forward direction. 	✓ Standard met Vehicles able to exit the site in forwards direction.
	<ul style="list-style-type: none"> Provide a passing area at the entrance at least 5 metres wide and 7 metres long if the accessway serves ten or more car parking spaces and is either more than 50 metres long or connects to a road in Transport Zone 2 or Transport Zone 3. 	N/A
	<ul style="list-style-type: none"> Have a corner splay or area at least 50 percent clear of visual obstructions extending at least 2 metres along the frontage road from the edge of an exit lane and 2.5 metres along the exit lane from the frontage, to provide a clear view of pedestrians on the footpath of the frontage road. The area clear of visual obstructions may include an adjacent entry or exit lane where more than one lane is provided, or adjacent landscaped areas, provided the landscaping in those areas is less than 900mm in height. 	✓ Standard met
	<ul style="list-style-type: none"> If an accessway to four or more car parking spaces is from land in a Transport Zone 2 or Transport Zone 3, the access to the car spaces must be at least 6 metres from the road carriageway. 	N/A
	<ul style="list-style-type: none"> 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.

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

<p>Design standard 2 – Car parking spaces</p>	<p>Car parking spaces and accessways must have the minimum dimensions as outlined in Table 2.</p> <p>Table 2: Minimum dimensions of car parking spaces and accessways</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>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> <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> <p>A wall, fence, column, tree, tree guard or any other structure that abuts a car space must not encroach into the area marked 'clearance required' on Diagram 1, other than:</p> <ul style="list-style-type: none">• A column, tree or tree guard, which may project into a space if it is within the area marked 'tree or column permitted' on Diagram 1.• A structure, which may project into the space if it is at least 2.1 metres above the space. <p>Diagram 1 Clearance to car parking spaces</p> 	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>✓ Standard met</p> <p>Residence 1: Garage – 6.0m x 5.98m</p> <p>Residence 2: Garage 6.0m x 3.5m</p> <p>Residence 3: Garage 6.0m x 3.5m</p> <p>Residence 4: Open garage – 6.0m x 3.74m</p> <p>✓ Standard met Appropriate clearance has been provided.</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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	4.8 m	3.2 m	4.9 m																															

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

	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.	✓ Standard met
	Where parking spaces are provided in tandem (one space behind the other) an additional 500mm in length must be provided between each space.	N/A
	Where two or more car parking spaces are provided for a dwelling, at least one space must be under cover.	✓ Standard met Residence 1 has 3 bedrooms and is provided with a double garage.
	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.	N/A

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 3: Ramp gradients														
	<table><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>	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%)	
	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:	N/A
	<ul style="list-style-type: none"> At least 25 per cent of the mechanical car parking spaces can accommodate a vehicle clearance height of at least 1.8 metres. 	N/A
	<ul style="list-style-type: none"> Car parking spaces the require the operation of the system are not allowed to visitors unless used in a valet parking situation. The design and operation is to the satisfaction of the responsible authority. 	N/A

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

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.	N/A
	Design of car parks must take into account their use as entry points to the site.	N/A
	Design of new internal streets in developments must maximise on street parking opportunities.	N/A
Design standard 6: Safety	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
Design standard 7: Landscaping	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

**2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507)
(Cont.)**

STATUTORY PLANNING APPLICATIONS

**TOWN PLANNING APPLICATION – NO. 19 STUD ROAD DANDENONG
(PLANNING APPLICATION NO. PLN21/0507)**

ATTACHMENT 5

CLAUSE 55 ASSESSMENT

PAGES 21 (including cover)

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

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

Assessment Table - Clause 55 – Two or more dwellings on a lot

Clause 55.02-1 Neighbourhood character objectives

Standard B1	The design response must be appropriate to the neighbourhood and the site.	<p>✓ Standard met</p> <p>The development is considered to be appropriate to the area which has a variety of single dwellings, multi-unit developments with double storey built form and older double storey apartment buildings which have similar side setbacks, building coverage, level of planting across the site, the use of similar external colours and materials and also roof form.</p> <p>See clause 22.09 for more detailed 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>✓ Standard met</p> <p>See clause 22.09 for more detailed 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>	

Clause 55.02-2 Residential policy objectives

Standard B2	An application must be accompanied by a written statement to the satisfaction of the responsible authority that describes how the development is consistent with any relevant policy for housing in the Municipal Planning Strategy and the Planning Policy Framework.	<p>✓ Standard met</p> <p>The applicant has provided a written assessment against the provisions of Clauses 22.09 and 55, as well as the SPFF. The assessment demonstrates that the proposed development is appropriate within this specific site context.</p>
Decision Guidelines	<p>The Municipal Planning Strategy and the Planning Policy Framework</p> <p>The design response.</p>	
Objectives	<p>To ensure that residential development is provided in accordance with any policy for housing in the Municipal Planning Strategy and the Planning Policy Framework</p> <p>To support medium densities in areas where development can take advantage of public and community infrastructure and services.</p>	

Clause 55.02-3 Dwelling diversity objective

Standard B3	<p>Developments of ten or more dwellings should provide a range of dwelling sizes and types, including:</p> <ul style="list-style-type: none"> Dwellings with a different number of bedrooms. At least one dwelling that contains a kitchen, bath or shower, and a toilet and wash basin at ground floor level. 	<p>✓ Standard met</p> <p>Proposal is for four dwellings.</p>
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If the details of the attachment are unclear please contact Governance on 8571 5309.

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

Objective	To encourage a range of dwellings sizes and types in developments of ten or more dwellings.	
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Clause 55.02-4 Infrastructure objectives		
Standard B4	Development should be connected to reticulated services, including reticulated sewerage, drainage, electricity and gas, if available.	✓ Standard met The site is located in an existing residential area and will be able to be connected to reticulated services.
	Development should not unreasonably exceed the capacity of utility services and infrastructure, including reticulated services and roads.	✓ Standard met The development will not unreasonably exceed the capacity of services.
	In areas where utility services or infrastructure have little or no spare capacity, developments should provide for the upgrading of or mitigation of the impact on services or infrastructure.	✓ Standard met The development can suitably be accommodated into infrastructure of the established area.
Decision Guidelines	The capacity of the existing infrastructure.	
	In the absence of reticulated sewerage, the capacity of the development to treat and retain all wastewater in accordance with the SEPP (Waters of Victoria) under the EPA 1970.	
Objectives	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.	
	To ensure development is provided with appropriate utility services and infrastructure.	
Objectives	To ensure development does not unreasonably overload the capacity of utility services and infrastructure.	

Clause 55.02-5 Integration with the street objective		
Standard B5	Developments should provide adequate vehicle and pedestrian links that maintain or enhance local accessibility.	✓ Standard met All dwellings provide adequate vehicle and pedestrian links that maintain local accessibility.
	Developments should be oriented to front existing and proposed streets.	✓ Standard met Residence 1 faces Stud Road. Residence 2, 3 and 4 face the internal accessway.
	High fencing in front of dwellings should be avoided if practicable.	✓ Standard met A 1.2 metre high front fence is proposed.
	Development next to existing public open space should be laid out to complement the open space.	N/A The site is not next to public open space.
Decision Guidelines	Any relevant urban design objective, policy or statement set out in this scheme.	
	The design response.	
Objective	To integrate the layout of development with the street.	

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

Clause 55.03-1 Street setback objective


Standard B6	<p>Walls of buildings should be set back from streets:</p> <ul style="list-style-type: none"> At least the distance specified in a schedule to the zone, or If no distance is specified in a schedule to the zone, the distance specified in Table B1. <p>Porches, pergolas and verandahs that are less than 3.6 metres high and eaves may encroach not more than 2.5 metres into the setbacks of this standard</p> <p>RGZ & GRZ3: 5 metres or as per Table B1, whichever is the lesser.</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 5 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 Transport Zone 2 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 Transport Zone 2 and 4 metres for other streets.</p> </td><td> <p>Front walls of new development on the corner site should be set back 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 set back 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 5 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 Transport Zone 2 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 Transport Zone 2 and 4 metres for other streets.</p>	<p>Front walls of new development on the corner site should be set back 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 set back 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 not met – can be met via permit condition</p> <p>The ground floor front setback of Residence 1 is 5.0 metres.</p> <p>The balcony for Residence 1 would be within the 5m front setback area and would exceed 3.6m high. Therefore, does not comply with the standard and should be deleted. This could be conditioned.</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 5 metres, whichever is the lesser.	Not applicable															
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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 Transport Zone 2 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 Transport Zone 2 and 4 metres for other streets.</p>	<p>Front walls of new development on the corner site should be set back 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 set back 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>															
Decision Guidelines	<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>																

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)


	The value of retaining vegetation within the front setback.	
Objective	To ensure that the setbacks of buildings from a street respect the existing or preferred neighbourhood character and make efficient use of the site.	
Clause 55.03-2 Building height objective		
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>RGZ: 13.5 metres discretionary maximum (refer Clause 32.07-8 for details)</p> <p>If no maximum height is specified in the zone, schedule to the zone or an overlay, the maximum building height should not exceed 9 metres, unless the slope of the natural ground level at any cross section wider than 8 metres of the site of the building is 2.5 degrees or more, in which case the maximum building height should not exceed 10 metres.</p> <p>Changes of building height between existing buildings and new buildings should be graduated.</p>	<p>✓ Standard met</p> <p>Residence 1 has a maximum building height of 7.4 metres. Residence 2 has a maximum building height of 7.1 metres. Residence 3 has a maximum building height of 7.1 metres. Residence 4 has a maximum building height of 7.1 metres.</p> <p>N/A</p> <p>✓ Standard met</p>
Decision Guidelines	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>Any maximum building height specified in the zone, a schedule to the zone or an overlay applying to the land.</p> <p>The design response.</p> <p>The effect of the slope of the site on the height of the building.</p> <p>The relationship between the proposed building height and the height of existing adjacent buildings.</p> <p>The visual impact of the building when viewed from the street and from adjoining properties.</p>	
Objective	To ensure that the height of buildings respects the existing or preferred neighbourhood character	

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

Clause 55.03-3 Site coverage objective

Standard B8	<p>The site area covered by buildings should not exceed:</p> <ul style="list-style-type: none"> The maximum site coverage specified in a schedule to the zone, or If no maximum site coverage is specified in a schedule to the zone, 60 per cent. <p>RGZ2: 70%</p>	<p>✓ Standard met Lot size 780sqm Site coverage 546sqm max Provided: 44.4% or 346.1sqm</p> 
Decision Guidelines	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The 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>	
Objective	To ensure that the site coverage respects the existing or preferred neighbourhood character and responds to the features of the site.	

Clause 55.03-4 Permeability and stormwater management objectives

Standard B9	<p>The site area covered by the pervious surfaces should be at least:</p> <ul style="list-style-type: none"> The minimum areas specified in a schedule to the zone, or If no minimum is specified in a schedule to the zone, 20 per cent of the site. <p>RGZ2: 20% (none specified)</p> <p>The stormwater management system should be designed to:</p> <ul style="list-style-type: none"> Meet the current best practice performance objectives for stormwater quality as contained in the Urban Stormwater - Best Practice Environmental Management Guidelines (Victorian Stormwater Committee, 1999). Contribute to cooling, improving local habitat and providing attractive and enjoyable spaces. 	<p>✓ Standard met Required min 156sqm Provided 253.6sqm Provided 32.5%</p> 
Decision Guidelines	<p>The design response.</p> <p>The capacity of the site to incorporate stormwater retention and reuse.</p>	

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

	<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> <p>Whether the owner has entered into an agreement to contribute to off-site stormwater management in lieu of providing an on-site stormwater management system.</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> <p>To encourage stormwater management that maximises the retention and reuse of stormwater</p>

Clause 55.03-5 Energy efficiency objectives

Standard B10	<p>Buildings should be:</p> <ul style="list-style-type: none"> Oriented to make appropriate use of solar energy. Sited and designed to ensure that the energy efficiency of existing dwellings on adjoining lots is not unreasonably reduced. 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. <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>✓ Standard met</p> <p>The dwellings are oriented to make appropriate use of solar energy. The energy efficiency of dwellings on adjoining lots is not reduced as a result of the proposal.</p>
Decision Guidelines	<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> <p>The extent to which an existing rooftop solar energy system on an adjoining lot is overshadowed by existing buildings or other permanent structures.</p> <p>Whether the existing rooftop solar energy system on an adjoining lot is appropriately located</p> <p>The effect of overshadowing on an existing rooftop solar energy system on an adjoining lot.</p>	<p>✓ Standard met</p> <p>✓ Standard met</p> <p>All dwellings have north-facing windows.</p>
Objectives	<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>	

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

Clause 55.03-6 Open space objective

Standard B11	If any public or communal open space is provided on site, it should: <ul style="list-style-type: none"> • Be substantially fronted by dwellings, where appropriate. • Provide outlook for as many dwellings as practicable. • Be designed to protect any natural features on the site. • Be accessible and useable. 	N/A - no public or communal open space is provided on site.
Decision Guidelines	Any relevant plan or policy for open space in the SPDF and the LPPF, including the MIS and local planning policies. The design response.	
Objective	To integrate the layout of development with any public and communal open space provided in or adjacent to the development.	

Clause 55.03-7 Safety objective

Standard B12	Entrances to dwellings and residential buildings should not be obscured or isolated from the street and internal accessways. Planting which creates unsafe spaces along streets and accessways should be avoided. Developments should be designed to provide good lighting, visibility and surveillance of car parks and internal accessways. Private spaces within developments should be protected from inappropriate use as public thoroughfares. The design response.	<p>✓ Standard met The entrances to the units are easily visible from the shared accessway or from the street.</p> <p>✓ Standard met There is no planting proposed which would create an unsafe space along the street and/or accessway</p> <p>✓ Standard met High-mounted sensor lights have been provided to the car parking areas.</p> <p>✓ Standard met No private spaces within the development are susceptible to use as a thoroughfare.</p>
Decision Guidelines		
Objectives	To ensure the layout of development provides for the safety and security of residents and property.	

Clause 55.03-8 Landscaping objectives

Standard B13	The landscape layout and design should: <ul style="list-style-type: none"> • Protect any predominant landscape features of the neighbourhood. • Take into account the soil type and drainage patterns of the site. • Allow for intended vegetation growth and structural protection of buildings. • In locations of habitat importance, maintain existing habitat and provide for new habitat for plants and animals. • Provide a safe, attractive and functional environment for residents. Development should provide for the retention or planting of trees, where these are part of the character of the neighbourhood.	<p>✓ Standard met The landscape plan complies</p> <p>✓ Standard met The development provides for the planting of new trees.</p>
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2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

	Development should provide for the replacement of any significant trees that have been removed in the 12 months prior to the application being made	✓ Standard met There is no evidence that any significant trees have been removed from the site within the 12 months prior to the application being made.
	The landscape design should specify landscape themes, vegetation (location and species), paving and lighting.	✓ Standard met The landscape plan complies.
	Development should meet any additional landscape requirements specified in a schedule to the zone. All schedules to all residential zones: "10% of ground level front setback, and side and rear setbacks, planted with substantial landscaping and canopy trees."	✓ Standard met Approximately 60sqm of the front setback would be set aside for landscaping. As the front setback is approximately 79sqm in size, this equates to approximately 76% of the front setback being available for planting.
Decision Guidelines	Any relevant neighbourhood character objective, policy or statement set out in this scheme.	
	Any relevant plan or policy for landscape design in the SPPF and the LPPF, including the MSS and local planning policies.	
	The design response.	
	The location and size of gardens and the predominant plant types in the neighbourhood.	
	The health of any trees to be removed.	
Objectives	Whether a tree was removed to gain a development advantage.	
	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.	

Clause 55.03-9 Access objective

Standard B14	The width of accessways or car spaces should not exceed:	✓ Standard met Street frontage to Stud Road – 15.54m Requirement – 6.2m Provided – 3m
	<ul style="list-style-type: none"> 33 per cent of the street frontage, or if the width of the street frontage is less than 20 metres, 40 per cent of the street frontage. 	✓ Standard met One single-width crossover provided.
	No more than one single-width crossover should be provided for each dwelling fronting a street.	✓ Standard met One single-width crossover provided.
	The location of crossovers should maximise retention of on-street car parking spaces.	✓ Standard met
	The number of access points to a road in a Transport Zone 2 or a Transport Zone 3 should be minimised.	✓ Standard met Stud Road is within a Transport Zone 2. The number of access points to Stud Road has been kept to one.

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

	Developments must provide for access for service, emergency and delivery vehicles.	✓ Standard met The crossover and accessway arrangements are suitable for use by service, emergency and delivery vehicles.
Decision Guidelines	The design response.	
	The impact on neighbourhood character.	
	The reduction of on-street car parking spaces.	
Objectives	The effect on any significant vegetation on the site and footpath.	
	To ensure the number and design of vehicle crossovers respects the neighbourhood character.	

Clause 55.03-10 Parking location objectives

Standard B15	<p>Car parking facilities should:</p> <ul style="list-style-type: none"> • Be reasonably close and convenient to dwellings and residential buildings. • Be secure. • Be well ventilated if enclosed. <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>✓ Standard met 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>✗ Standard not met – can be met via permit condition Dwelling 2 has two ground floor full height habitable room windows which face the shared accessway. Noise attenuation provided measures should be provided to these windows to limit noise from the common accessway to the habitable rooms as a permit condition, if a permit is granted. This would comply with the objective of this Clause.</p> <p>The living area window of Dwelling 3 will have a sill height of 1.8 metres above the shared accessway. The above assessment under Clause 22.09 requires the window to be full height to improve active frontages. Whilst this amendment would not comply with the Standard B15 of Clause 55 due to the setback of the window been less than 1.5m from the common accessway, the noise attenuated glazing required would limit noise from the common accessway to the windows and comply with the objective of that Clause.</p>
Decision Guidelines	The design response.	
Objectives	To provide convenient parking for residents and visitors vehicles.	✓ Objective met via permit condition
	To protect residents from vehicular noise within developments.	The inclusion of a permit condition requiring an increase in sill height of the sitting room windows of Unit 2 will reduce noise from vehicles accessing Residence 3 and 4.

Clause 55.04-1 Side and rear setbacks objective

Standard B17	<p>A new building not on or within 200mm of a boundary should be setback from side or rear boundaries:</p> <ul style="list-style-type: none"> • At least the distance specified in a schedule to the zone, or 	<p>✓ Standard met Residence 1: Wall height at ground floor is 3.6m. Required setback is 1.0m. Setback provided to northern boundary is 1.2m and to southern boundary is 3.5m.</p>
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2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

	<p>• If no distance is specified in a schedule to the zone, 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres.</p> <p>Diagram B1 Side and rear setbacks</p>	<p>Wall height at first floor is 5.9m. Required setback is 1.69m. Setback provided to northern boundary is 1.8m and to southern boundary is 3.5m.</p> <p>Residence 2: Wall height at ground floor is 3.5m. Required setback is 1.0m. Setback provided to northern boundary is 1.7m and to southern boundary is 3.7m.</p> <p>Wall height at first floor is 6.0m. Required setback is 1.72m. Setback provided to northern boundary is 2.5m and to southern boundary is 4.6m.</p> <p>Residence 3: Wall height at ground floor is 3.4m. Required setback is 1.0m. Setback provided to northern boundary is 1.7m and to southern boundary is 3.8m.</p> <p>Wall height at first floor is 5.9m. Required setback is 1.69m. Setback provided to northern boundary is 2.7m and to southern boundary is 3.8m.</p> <p>Residence 4: Wall height at ground floor is 3.4m. Required setback is 1.0m. Setback provided to western boundary is 3.0m and setback to northern boundary is 1.0 metre.</p> <p>Wall height at first floor is 5.8m. Required setback is 1.66m. Setback provided to northern boundary is 1.8m, setback to western boundary is 3.0m and setback to southern boundary is 2.1m.</p>
	<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>Decision Guidelines</p>	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p>	
	<p>The design response.</p>	
	<p>The impact on the amenity of the habitable room windows and secluded private open space of existing dwellings.</p>	
	<p>Whether the wall is opposite an existing or simultaneously constructed wall built to the boundary.</p>	

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

	Whether the wall abuts a side or rear lane.	
Objectives	To ensure that the height and setback of a building from a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.	
Clause 55.04-2 Walls on boundaries objective		
Standard B18	<p>A new wall constructed on or within 200mm of a side or rear boundary of a lot or a carport constructed on or within 1 metre of a side or rear boundary of lot should not abut the boundary:</p> <ul style="list-style-type: none"> For a length of more than the distance specified in the schedule to the zone; or If no distance is specified in a schedule to the zone, for a length of more than: <ul style="list-style-type: none"> 10 metres plus 25 per cent of the remaining length of the boundary of an adjoining lot, or Where there are existing or simultaneously constructed walls or carports abutting the boundary on an abutting lot, the length of the existing or simultaneously constructed walls or carports, whichever is the greater. <p>A new wall or carport may fully abut a side or rear boundary where slope and retaining walls or fences would result in the effective height of the wall or carport being less than 2 metres on the abutting property.</p> <p>A building on a boundary includes a building set back up to 200mm from a boundary.</p> <p>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>✓ Standard met Open garage of Residence 4 proposed to be constructed along southern boundary. Overall length not provided but is approximately 4.3 metres in length.</p> <p>✓ Standard met</p> <p>✓ Standard met Garage wall notated as having a maximum height of 3.1 metres.</p>
Decision Guidelines	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The extent to which walls on boundaries are part of the neighbourhood character.</p> <p>The impact on the amenity of existing dwellings.</p> <p>The opportunity to minimise the length of walls on boundaries by aligning a new wall on a boundary with an existing wall on a lot of an adjoining property.</p> <p>The orientation of the boundary that the wall is being built on.</p> <p>The width of the lot.</p> <p>The extent to which the slope and retaining walls or fences reduce the effective height of the wall.</p> <p>Whether the wall abuts a side or rear lane.</p> <p>The need to increase the wall height to screen a box gutter.</p>	
Objectives	To ensure that the location, length and height of a wall on a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.	

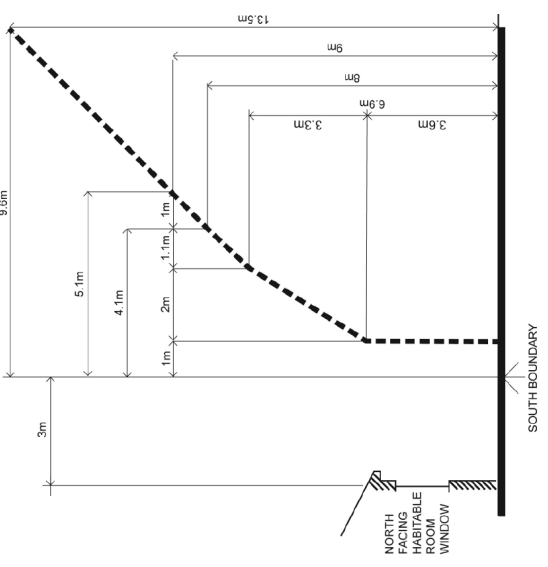
2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

Clause 55.04-3 Daylight to existing windows objective

<p>Standard B19</p>	<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>✓ Standard met</p> <p>The adjoining property to the north contains two single storey dwellings. 1/21 Stud Road has three habitable room windows which face the subject site with the closest windows setback 1.4 metres from adjoining boundary. Residence 1 and 2 are located opposite these windows and have a minimum setback of 3.3 metres from adjoining boundary opposite the windows. It is unclear if 2/21 Stud Road has any habitable room windows which face the subject site as the dwelling has a screened verandah on the southern side. If there are any habitable room windows which face the subject site, they are setback 2.8m from the adjoining boundary. Residence 3 and 4 are located opposite these windows and have a minimum setback of 1.0m from adjoining boundary opposite these windows.</p> <p>The adjoining property to the south contains two single storey dwellings. 1/17 Stud Road has two habitable room windows which face the subject site and are setback 3.5m from adjoining property. 2/17 Stud Road has three habitable room windows which face the subject site with the two closest windows being setback 3.2m from adjoining boundary.</p>
<p>Diagram B2 Daylight to existing windows</p>		<p>✓ Standard met</p>
<p>Decision Guidelines</p>	<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>Objective</p>	<p>To allow adequate daylight into existing habitable room windows.</p>	

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

Clause 55.04-4 North-facing windows objective

<p>Standard B20</p>	<p>If a north-facing habitable room window of an existing dwelling is within 3 metres of a boundary on an abutting lot, a building should be setback from the boundary 1 metre, plus 0.6 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres, for a distance of 3 metres from the edge of each side of the window.</p> <p>Diagram B3 North-facing windows</p>  <p>Diagram B3 North-facing windows</p> <p>NORTH FACING HABITABLE ROOM WINDOW</p> <p>SOUTH 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> <p>Applies where existing view is between 20° west and 30° east from north</p>	<p>N/A</p> <p>There are no north-facing windows within 3 metres of the site's boundaries.</p>
<p>Decision Guidelines</p>	<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>	
<p>Objective</p>		

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

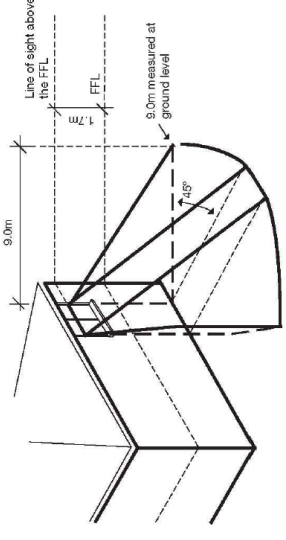
Clause 55.04-5 Overshadowing open space objective

Standard B21	Where sunlight to the secluded private open space of an existing dwelling is reduced, at least 75 per cent, or 40 square metres with a minimum dimension of 3 metres, whichever is the lesser area, of the secluded private open space should receive a minimum of five hours of sunlight between 9am and 3pm on 22 Sept.	✓ Standard met The reduction in sunlight to adjoining properties' SPOS created by the development is within the requirements of the Standard. Compliance is demonstrated by the shadow diagrams submitted with the application.
Decision Guidelines	<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>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>	✓ Standard met
Objective	To ensure buildings do not significantly overshadow existing secluded private open space.	

Clause 55.04-6 Overlooking objective

Standard B22	<p>A habitable room window, balcony, terrace, deck or patio should be located and designed to avoid direct views into the secluded private open space of an existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio. Views should be measured within a 45 degree angle from the plane of the window or perimeter of the balcony, terrace, deck or patio, and from a height of 1.7 metres above floor level.</p> <p>Diagram B4 Overlooking open space</p>	✓ Standard met The first floor windows which have potential for views into adjoining SPOS areas are obscured or have a sill height to 1.7m above FFL.
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2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

	 <p>A habitable room window, balcony, terrace, deck or patio with a direct view into a habitable room window of existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio should be either:</p> <ul style="list-style-type: none"> • Offset a minimum of 1.5 metres from the edge of one window to the edge of the other. • Have sill heights of at least 1.7 metres above floor level. • Have fixed, obscure glazing in any part of the window below 1.7 metre above floor level. • Have permanently fixed external screens to at least 1.7 metres above floor level and be no more than 25 per cent transparent. 	<p>✓ Standard met</p> <p>The first floor windows which have potential for views into adjoining habitable room windows areas are obscured or have a sill height to 1.7m above FFL.</p>
	<p>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.</p> <p>Screens used to obscure a view should be:</p> <ul style="list-style-type: none"> • Perforated panels or trellis with a maximum of 25 per cent openings or solid translucent panels. • Permanent, fixed and durable. • Designed and coloured to blend in with the development. 	<p>✓ Standard met</p> <p>N/A</p>
	<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>	<p>✓ Standard met</p>
Decision Guidelines	<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>	
Objective	<p>To limit views into existing secluded private open space and habitable room windows.</p>	

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

Clause 55.04-7 Internal views objective

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.	

Clause 55.04-8 Noise impacts objectives

Standard B24	Noise sources, such as mechanical plant, should not be located near bedrooms of immediately adjacent existing dwellings.	✓ Standard met 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.	✓ Standard met No noise sources apparent.
	Dwellings and residential buildings close to busy roads, railway lines or industry should be designed to limit noise levels in habitable rooms.	✗ Standard not met – can be met via permit condition Ground and first floor habitable room windows of Residence 1 which face Stud Road are to be provided with acoustic double glazing. To properly reduce vehicle noise to habitable rooms from this busy road, the windows should be provided with noise attenuation glazing.
Decision Guidelines	The design response.	
Objectives	To contain noise sources within development that may affect existing dwellings. To protect residents from external noise.	✓ Objective met via permit condition A condition can be included on the permit requiring the ground and first floor habitable room windows which face Stud Road to be provided with noise attenuation glazing to protect future residents from external noise generated on Stud Road.

Clause 55.05-1 Accessibility objective

Standard B25	The dwelling entries of the ground floor of dwellings and residential buildings should be accessible or able to be easily made accessible to people with limited mobility.	✓ Standard met Each dwelling is easily accessible for anyone with limited mobility (or could be modified if required).
Objective	To encourage the consideration of the needs of people with limited mobility in the design of developments.	

Clause 55.05-2 Dwelling entry objective

Standard B26	Entries to dwellings and residential buildings should: <ul style="list-style-type: none"> • Be visible and easily identifiable from streets and other public areas. • Provide shelter, a sense of personal address and a transitional space around the entry. 	✗ Standard not met – can be met via permit condition The entrance of Residence 4 would be obscured by the south wall of Residence 3 from the majority of the common accessway. It is recommended that the south wall of Residence 3 be setback in line with the entrance door / wall of Residence 4 to improve visibility of the entrance to Residence 4 from the common accessway. The south wall first floor of Residence 4 should also be setback accordingly. This could be conditioned.
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2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

Objective	To provide each dwelling or residential building with its own sense of identity.	
Clause 55.05-3 Daylight to new windows objective		
Standard B27	<p>A window in a habitable room should be located to face:</p> <ul style="list-style-type: none">• An outdoor space clear to the sky or a light court with a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky, not including land on an abutting lot, or• A verandah provided it is open for at least on third of its perimeter, or• A carport provided it has two or more open sides and is open for at least on third of its perimeter.	<p>✓ Standard met</p> <p>Each habitable room window is provided with an outdoor space clear to the sky with a minimum dimension of more than 1.0 metre.</p>
Decision Guidelines	<p>The design response.</p> <p>Whether there are other windows in the habitable room which have access to daylight.</p>	
Objective	To allow adequate daylight into new habitable room windows.	
Clause 55.05-4 Private open space objective		
Standard B28	<p>A dwelling or residential building should have private open space of an area and dimensions specified in a schedule to the zone.</p> <p>RG22: <i>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 with a minimum area of 25 square metres, a minimum dimension of 3 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.</i></p>	<p>✓ Standard met</p> <p>Residence 1 – Total POS: 33sqm at ground and first floor, plus 55sqm front yard. SPOS: 28sqm with minimum dimension of 3.3m accessed from living/dining/kitchen area.</p> <p>Residence 2 – Total POS: 42sqm at ground and first floor. SPOS: 26 sqm with minimum dimension of 3.5m accessed from living/dining/kitchen area.</p> <p>Residence 3 – Total POS: 43sqm at ground and first floor SPOS: 25 sqm with minimum dimension of 3.5m accessed from living/dining/kitchen area.</p> <p>Residence 4 – Total POS: 47sqm SPOS: 35 sqm with minimum dimension of 3.0m accessed from living area.</p>
Decision	<p>If no area or dimensions are specified in a schedule to the zone, a dwelling or residential building should have private open space consisting of:</p> <ul style="list-style-type: none">• An area of 40 square metres, with one part of the private open space to consist of secluded private open space at the side or rear of the dwelling or residential building with a minimum area of 25 square metres, a minimum dimension of 3 metres and convenient access from a living room, or• A balcony of 8 square metres with a minimum width of 1.6 metres and convenient access from a living room, or• A roof-top area of 10 square metres with a minimum width of 2 metres and convenient access from a living room. <p>The balcony requirements in Clause 55.05-4 do not apply to an apartment development.</p>	<p>N/A</p>
	The design response.	

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

Guidelines	<p>The useability of the private open space, including its size and accessibility.</p> <p>The availability of and access to public or communal open space.</p> <p>The orientation of the lot to the street and the sun.</p>	
Objective	To provide adequate private open space for the reasonable recreation and service needs of residents.	

Clause 55.05-5 Solar access to open space objective		
Standard B29	<p>The private open space should be located on the north side of the dwelling or residential building, if appropriate.</p> <p>The southern boundary of secluded private open space should be set back from any wall on the north of the space at least $(2 \times 0.9h)$ metres, where 'h' is the height of the wall.</p> <p>Diagram B5 Solar access to open space</p>	<p>✓ Standard met All SPOS areas have access to northern light.</p> <p>N/A</p>
Decision Guidelines	<p>The design response.</p> <p>The useability and amenity of the secluded private open space based on the sunlight it will receive.</p>	
Objective	To allow solar access into the secluded private open space of new dwellings and residential buildings.	

Clause 55.05-6 Storage objective		
Standard B30	Each dwelling should have convenient access to at least 6 cubic metres of externally accessible, secure storage space.	<p>✓ Standard met Each unit is provided with 6 cubic metres of external storage.</p>
Objective	To provide adequate storage facilities for each dwelling.	

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

Clause 55.06-1 Design detail objective

Standard B31	<p>The design of buildings, including:</p> <ul style="list-style-type: none"> • Façade articulation and detailing, • Window and door proportions, • Roof form, and • Veranda/s, eaves and parapets, <p>should respect the existing or preferred neighbourhood character.</p> <p>Garages and carports should be visually compatible with the development and the existing or preferred neighbourhood character.</p>	<p>✓ Standard met</p> <p>The design of the proposed dwellings, including façade articulation and detailing, window and door proportions, roof form, eaves and parapets, would respect the existing and preferred neighbourhood character.</p>
Decision Guidelines	<p>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</p> <p>The design response.</p> <p>The 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>✓ Standard met</p> <p>All garages are located to the rear.</p>
Objective	To encourage design detail that respects the existing or preferred neighbourhood character.	

Clause 55.06-2 Front fences objective

Standard B32	<p>The design of front fences should complement the design of the dwelling or residential building and any front fences on adjoining properties.</p> <p>A front fence within 3 metres of a street should not exceed:</p> <ul style="list-style-type: none">• The maximum height specified in a schedule to the zone, or <p><u><i>All schedules to all residential zones:</i></u></p> <p><i>"Maximum 1.5 metre height in streets in Road Zone Category 1 1.2 metre maximum height for other streets"</i></p> <ul style="list-style-type: none">• If no maximum height is specified in a schedule to the zone, the maximum height specified in Table B3. <p>Table B3 Maximum front fence height</p> <table><tr><th>Street Context</th><th>Maximum front fence height</th></tr><tr><td>Streets in a Transport Zone 2</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 Transport Zone 2	2 metres	Other streets	1.5 metres	<p>✓ Standard met</p> <p>A 1.2m high brick pier and timber slat fence proposed.</p> <p>✓ Standard met</p> <p>Maximum height of the front fence is 1.2 metres.</p>
Street Context	Maximum front fence height							
Streets in a Transport Zone 2	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>							

2.3.4 Town Planning Application - No. 19 Stud Road, Dandenong (Planning Application No. PLN21/0507) (Cont.)

	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.	

Clause 55.06-3 Common property objectives

Standard B33	Developments should clearly delineate public, communal and private areas.	✓ Standard met Private spaces delineated by fencing and vegetation.
	Common property, where provided, should be functional and capable of efficient management.	✓ Standard met
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.	

Clause 55.06-4 Site services objectives

Standard B34	The design and layout of dwellings and residential buildings should provide sufficient space (including easements where required) and facilities for services to be installed and maintained efficiently and economically.	✓ Standard met The design and layout of the proposed development would provide sufficient space and facilities for services to be installed and maintained efficiently and economically.
	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 storage areas provided in POS area of each unit. A communal mailbox provided for the units at the front of the site. Meterbox for the development not shown on submitted plans.
	Bin and recycling enclosures should be located for convenient access by residents.	✓ Standard met Bin storage areas provided in POS area of each unit.
	Mailboxes should be provided and located for convenient access as required by Australia Post.	✓ Standard met A communal mailbox structure provided for the units located to front of site.
Decision Guidelines	The design response.	
Objectives	To ensure that site services can be installed and easily maintained.	✓ Objective met
	To ensure that site facilities are accessible, adequate and attractive.	

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, Delegates and/or officers of the Greater Dandenong City Council. Questions must comply with s. 4.5.8 of Council's Governance Rules.

QUESTIONS FROM THE GALLERY

Questions are limited to a maximum of three (3) questions per individual. Where time constraints deem it likely that not all questions can be answered within the time allowed for Question Time, the Mayor at his/her discretion may determine only the first question may be presented verbally with others deferred to be managed in the same manner as public questions not verbally presented. Priority will be given to questions that relate to items on the Council Agenda for that meeting. Questions including any preamble should not exceed 300 words.

a) All such questions must be received in writing on the prescribed form or as provided for on Council's website and at Ordinary meetings of Council. Where there are more than three (3) questions received from any one individual person, the Chief Executive Officer will determine the three (3) questions to be considered at the meeting.

b) All such questions must clearly note a request to verbally present the question and must be received by the Chief Executive Officer or other person authorised for this purpose by the Chief Executive Officer no later than:

- i) the commencement time (7.00pm) of the Ordinary meeting if questions are submitted in person; or
- ii) noon on the day of the Ordinary meeting if questions are submitted by electronic medium.

c) A question can only be presented to the meeting if the Chairperson and/or Chief Executive Officer has determined that the question:

- i) does not relate to a matter of the type described in section 3(1) of the *Local Government Act 2020* (confidential information);
- ii) does not relate to a matter in respect of which Council or a Delegated Committee has no power to act;
- iii) is not defamatory, indecent, abusive or objectionable in language or substance, and is not asked to embarrass a Councillor, Delegated Member or Council officer; and
- iv) is not repetitive of a question already asked or answered (whether at the same or an earlier meeting).

d) If the Chairperson and/or Chief Executive Officer has determined that the question may not be presented to the Council Meeting or Delegated Committee, then the Chairperson and/or Chief Executive Officer:

- i) must advise the Meeting accordingly; and
- ii) will make the question available to Councillors or Members upon request.

3 QUESTION TIME - PUBLIC (Cont.)

- e) The Chairperson shall call on members of the gallery who have submitted an accepted question to ask their question verbally if they wish.
- f) The Chairperson, Chief Executive Officer or delegate may then direct that question to be answered by a nominated Councillor or member of Council staff.
- g) No debate on, or discussion of, a question or an answer will be permitted other than for the purposes of clarification.
- h) A Councillor, Delegated Committee Member or member of Council staff nominated to answer a question may:
 - i) seek clarification of the question from the person who submitted it;
 - ii) seek the assistance of another person in answering the question; and
 - iii) defer answering the question, so that the answer may be researched and a written response be provided within ten (10) working days following the Meeting (the question thereby being taken on notice).
- i) 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.
- j) 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 CONTRACTS

4.1.1 Contract No. 2122-45 CCTV Inspection & Clearing of Stormwater Drainage Pipes & Pits

File Id:

Responsible Officer:

Director Business, Engineering & Major Projects

Attachments:

Tender Information (Confidential)

Report Summary

This report outlines the tender process undertaken to select a suitably qualified and experienced contractor for the provision of **CCTV Inspection & Clearing of Stormwater Drainage Pipes, Pits & Associated Maintenance Works** within the City of Greater Dandenong. This is a Schedule of Rates Contract.

Recommendation Summary

This report recommends that Council awards Contract 2122-45 to **Environmental Services Group Pty Ltd** for the Schedule of Rates as tendered for an initial term of two (2) years from the date of commencement with an option to extend the contract by three (3) twelve month periods at the sole and absolute discretion of Council.

4.1.1 Contract No. 2122-45 CCTV Inspection & Clearing of Stormwater Drainage Pipes & Pits (Cont.)

Background

The works to be covered under this contract, includes the closed circuit television (CCTV) inspection, clearing of pipes and pits and minor internal point repairs to pipes on Council drainage assets at locations and times as instructed by the Superintendent.

The work will consist of:

- All labour, plant and equipment to carry out CCTV inspections;
- All labour, plant and equipment to carry out clearing of drainage pipes and pits as instructed, including the lifting of heavy pit lids;
- All labour, plant and equipment to carry out minor internal point repairs to drainage pipes;
- Submission of all recordings, records and reports of the CCTV inspections;
- Collecting and disposing of all material removed from pits and pipes during clearing works and disposing at an approved Waste Management Facility;
- Provision of evidence of inspection, clearing, blockages and point repairs (videos and/or digital photographs);
- All safety requirements such as traffic control, confined space entry and OH&S compliances;
- Any other activities and items required for the satisfactory completion of all tasks associated with the work under this contract.

Tender Process

This tender was advertised in The Age Newspaper and on Council's website on Saturday 30 April 2022, at the close of tenders at 2:00PM Thursday 19 May 2022, ten tender submissions were received as follows:

1. **Citywide Service Solutions Pty Ltd**
2. **Cleanaway Co Pty Ltd**
3. **CSA Specialised Services Pty Ltd**
4. **ELS Environmental Location Systems Pty Ltd**
5. **Environmental Services Group Pty Ltd**
6. **GMA Waste Water Services Pty Ltd**
7. **M. Tucker & Sons Pty Ltd**
8. **Patriot Tankers Pty Ltd**
9. **Pipe Management Australia Pty Ltd**
10. **Plumbtrax Pty Ltd**

Tenderers were requested to submit a separate rate for all work service items listed in Schedule 1 – Schedule of Rates of the tender documents.

4.1.1 Contract No. 2122-45 CCTV Inspection & Clearing of Stormwater Drainage Pipes & Pits (Cont.)

Tender Evaluation

The evaluation panel consisted of Council's, Team Leader Works Service Unit, Works Foreperson, Infrastructure and Utilities Contracts Coordinator and Contracts Officer with Occupational Health & Safety and Environmental Management consultants providing specialist advice.

The Tenders were evaluated using Council's Weighted Attributed Value Selection Method. The advertised evaluation criteria and the allocated weightings for evaluation are as follows:

	Evaluation Criteria	Weighting
1	Price	40%
2	Capability- Staff numbers and experience	7.5%
3	Capability- Relevant plant and equipment	7.5%
4	Relevant Experience- Years in Business & under current Business Name	15%
5	Relevant Experience- Similar contracts	15%
6	Local Industry	5%
7	Social Procurement	5%
8	Environmental	5%
9	OH&S Systems (Pass / Fail)	Pass / Fail
10	Environmental System (Pass / Fail)	Pass / Fail

The Evaluation Criteria 1 – 8 are given a point score between 0 (Not Acceptable) and 5 (Excellent) as detailed in the following table. Evaluation Criteria 9 and 10 are given a Pass or Fail.

Score	Description
5	Excellent
4	Very Good
3	Good, better than average
2	Acceptable
1	Marginally acceptable (Success not assured)
0	Not Acceptable

4.1.1 Contract No. 2122-45 CCTV Inspection & Clearing of Stormwater Drainage Pipes & Pits (Cont.)

Each submission was assessed against all evaluation criteria to ensure that the tenderers met the standards required for Council contractors.

Patriot Tankers Pty Ltd did not complete and submit any of Council's required non price tender schedules. They did not fully complete Council's Schedule of Rates, therefore they were not assessed for any of the price or non price evaluation criteria.

The weighted attribute points scores resulting from the assessment are shown in the following table:

Tenderer	Price Points	Non-Price Points	OH&S	EMS	Total Score
Environmental Services Group (ESG)	1.76	2.84	PASS	PASS	4.60
Pipe Management Australia	1.74	2.32	PASS	PASS	4.06
Environmental Location Systems (ELS)	1.84	1.99	PASS	PASS	3.83
Plumbtrax	1.24	2.26	Not Assessed	Not Assessed	3.50
GMA Waste Water Services	1.00	2.41	Not Assessed	Not Assessed	3.41
CSA Specialised Services	0.78	2.36	PASS	PASS	3.14
Citywide Service Solutions	0.26	2.46	PASS	PASS	2.72
M. Tucker & Sons	0.43	2.29	PASS	PASS	2.72
Cleanaway Co	0.55	2.15	Not Assessed	Not Assessed	2.70
Patriot Tankers Pty Ltd	0.00	0.00	Not Assessed	Not Assessed	0.00

In accordance with the advertised tender conditions the highest rated tender submissions were then assessed against the Pass/Fail evaluation criteria of OH&S Management Systems and Environmental Management Systems. Tenderers CSA Specialised Services, Citywide Service Solutions and M. Tucker & Sons have received their PASS via Rapid Global (Council's Contractor Risk Management Compliance database).

At the completion of the tender evaluation process described above, the Evaluation Panel agreed that **Environmental Services Group Pty Ltd** represented the best value outcome for Council.

Environmental Services Group Pty Ltd was established in 2010 and is a leading provider of asset and waste management services. They specialise in the provision of drainage network condition assessment, CCTV drainage inspection surveys, drain clearing / cleaning services, drain maintenance, hydro vacuum excavation, vacuum loading and waste management of storm water drains.

4.1.1 Contract No. 2122-45 CCTV Inspection & Clearing of Stormwater Drainage Pipes & Pits (Cont.)

Their team combines well over 20 years' industry experience covering local governments, water authorities, manufacturing, and construction clients.

The company has detailed the appropriate staff and equipment to service the requirements of this contract and have successfully provided this service to Council for the past eight years with a very good record. They are an accredited organisation, maintaining ISO certifications across all three major areas, including Safety, Quality & Environmental.

Environmental Service Group is located in Dandenong and they are the current contractor for these services and would require no lead time for the commencement of the Contract which ensures service continuity.

Although the tendered schedule of rates received from Environmental Services Group is higher than that offered by Environmental Location Systems their overall ranking for the non price evaluation criteria resulted in Environmental Services Group receiving a higher total score.

The identified advantages of the tender submission received from Environmental Services Group are shown in the Conclusion to this report and a tender evaluation discussion (price /non price) of the top three (3) ranked tenderers is included in the attached confidential report.

The evaluation matrix and other supporting documents have been placed in the relevant Objective Contract Procurement file.

Note:

The higher the price score – lower the tendered price.

The higher the non-price score – represents better capability and capacity to undertake the service.]

Financial Implications

This is a Schedule of Rates contract, the annual budget for this service is \$550,000.00 excluding GST.

Note:

Schedule of Rates A schedule of rates contract is one under which the amount that is payable to the contractor is calculated by applying an agreed schedule of rates to the quantity of work that is performed.

Social Procurement

Environmental Services Group (ESG) Is a business located in Dandenong South and have approximately 30 employees who reside within the Greater Dandenong boundary. ESG say that they will endeavour to employ more staff / operators from within the Greater Dandenong area.

4.1.1 Contract No. 2122-45 CCTV Inspection & Clearing of Stormwater Drainage Pipes & Pits (Cont.)

ESG have a Social Procurement and Community Contribution Plan covering - local employment & purchasing, volunteering and charitable donations, social trading, social procurement and training.

As part of a proposal, they offer Great Dandenong the opportunity to conduct a Community Education day focusing on how pollution affects stormwater management systems and creates contaminates in our waterways.

ESG engages and work with;

- SheWorks
- Indigenous Employment Partners
- Trade Staff Australia
- Tradeswomen Australia Foundation

ESG is a member of Social Traders and has the following policies;

- Equal Employment Opportunity Policy
- Corporate Social Responsibility Policy
- Managing Diversity, Anti-Discrimination and EEO Policy
- Induction, Training and Competency Procedure
- Workplace Diversity Plan

Local Industry

Environmental Services Group (ESG) is a business that has an office and depot located in Dandenong South. They have 30 staff members who reside within the Greater Dandenong boundary.

ITEM	PERCENTAGE OF LOCAL CONTENT	VALUE OF LOCAL CONTENT (exclude GST)
Labour ESG will utilise operators from withing Dandenong LGA	100%	\$1,200,000.00
Plant All plants intended to be used in this contract are 100% owned by ESG and are based at our Dandenong Depot. We also get fuel and maintenance locally.	100%	\$270,000.00 P.A.
Supervision	100%	\$300,000.00 P.A.

4.1.1 Contract No. 2122-45 CCTV Inspection & Clearing of Stormwater Drainage Pipes & Pits (Cont.)

ESG will utilise supervisory staff based within Dandenong LGA.		
Other: Depot – ESG has a depot within Dandenong		\$80,000.00 P.A.
Waste Disposal - ESG intends to recycle stormwater waste at our EPA approved stormwater recycling facility in Truganina.		
TOTAL		\$1,850,000.00

Consultation

1. **Safety & Environmental**

During the tender evaluation process and in preparation of this report, relevant Council Officers from Council's Operations Centre and Council's Occupational Health & Safety and Environmental Planning were all consulted.

2. **Community Engagement**

This matter is not subject to Council's Community Engagement Policy under the *Local Government Act 2020* and Council's Community Engagement Planning Framework.

The Overarching Governance Principles of the *Local Government Act 2020*

Section 9 of the *Local Government Act 2020* (the LGA 2020) states that a Council must in the performance of its role give effect to the overarching governance principles. When a tender process is undertaken it is fundamentally underpinned by the following overarching governance principles:

- Section 9(a) of the LGA2020 - Council decisions are to be made and actions taken in accordance with the relevant law;
- Section 9(b) of the LGA2020 - Priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- Section 9(c) of the LGA2020 - the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
- Section 9(e) of the LGA 2020 - innovation and continuous improvement is to be pursued;
- Section 9(f) of the LGA 2020 - collaboration with other councils and governments and statutory bodies is to be sought;

4.1.1 Contract No. 2122-45 CCTV Inspection & Clearing of Stormwater Drainage Pipes & Pits (Cont.)

- Section 9(g) of the LGA2020 - the ongoing financial viability of the Council is to be ensured; and
- Section 9(i) of the LGA2020 - the transparency of Council decisions, actions and information is to be ensured.

In giving effect to the overarching governance principles above, the following supporting principles are also considered throughout any tender process:

- Section 89 of the LGA2020 - the strategic planning principles; and
- Section 1010 of the LGA 2020 - the financial management principles.

Victorian Charter of Human Rights and Responsibilities

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

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

Included in the tender submissions, successful contractors have completed the Modern Slavery Questionnaire (Schedule 9), Fair Work Questionnaire for Potential Contractors (Schedule 10) and the Victorian Child Safe Standards Questionnaire (Schedule 11).

The responses provided to these statements by the successful contractor were assessed and determined to be satisfactory in the context of the Victorian Charter of Human Rights and Responsibilities.

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

The Gender Equality Act 2020

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires Councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

Included in the submission for this tender, contractors were required to address Councils Social Employment opportunities (Schedule 7). This includes questions to address Council's Diversity, Access and Equity Policy.

The responses provided to these statements by the recommended contractor were assessed and determined to be satisfactory in the context of the Gender Equality Act.

4.1.1 Contract No. 2122-45 CCTV Inspection & Clearing of Stormwater Drainage Pipes & Pits (Cont.)

Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a “Climate and Ecological Emergency” and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

Included in the submission for this tender, contractors were required to address Council's Statement of Environmental (Schedule 8). This includes questions to assess if the contractors' attitude towards sustainability is in line with Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy 2020-2030 and the requirements of the *Local Government Act 2020*

The responses provided by **Environmental Services Group** were assessed and determined to be satisfactory in the context of Climate change and Sustainability.

Conclusion

At the conclusion of the tender evaluation process described above, the evaluation panel agreed that the tender submission from **Environmental Services Group Pty Ltd** represented the best value outcome for Council and should be accepted for the following reasons:

- 1) Their conforming and well priced tender submission that included a detailed:
 - methodology statement;
 - resource management statement; and
 - capability and capacity statement.
- 2) Their relevant experience and capability demonstrated by their current and past similar contracts working with seven (7) Victorian Local Governments; and three (3) private companies;
- 3) Their demonstrated staff resources, plant and equipment including a team of nine (9) dedicated qualified operators located in Melbourne and team of key personnel (7) all with a minimum of ten years' experience in this industry;
- 4) Their demonstrated plant and equipment, including more than 115 specialised items that will be available to service this Contract;
- 5) Being ranked the highest overall for the non-price evaluation criteria, including Relevant Experience and Capability;
- 6) Receiving a Pass for their Occupational Health and Safety (OH&S) and Environmental Management Systems;

4.1.1 Contract No. 2122-45 CCTV Inspection & Clearing of Stormwater Drainage Pipes & Pits (Cont.)

- 7) Achieving a satisfactory result for the Standard Financial & Performance Assessment (Procurement) Company Check undertaken by Corporate Scorecard;
- 8) They are registered and compliant with Rapid Global (Council's Contractor Risk Management Compliance database);
- 9) They have an excellent service record at the City of Greater Dandenong providing these services over the past eight (8) years (two contracts); and
- 10) They are a local business operating from Dandenong South.

Recommendation

That Council:

- 1. **awards Contract 2122-45 for CCTV Inspection & Clearing of Stormwater Drainage Pipes, Pits & Associated Maintenance Works within the City of Greater Dandenong to Environmental Services Group Pty Ltd for the tendered schedule of rates for the initial contract term of two (2) years from the date of commencement;**
- 2. **reserves the option to extend the initial contract term by three (3), twelve (12) month extensions at the sole and absolute discretion of Council; and**
- 3. **signs and seals the contract documents when prepared.**

4.1.2 Contract No. 2122-43 Cleansing of Stained Footpaths

File Id:

Responsible Officer:

Director Business, Engineering & Major Projects

Attachments:

Tender Information (Confidential)

Report Summary

This report details the public tender process undertaken by Council to select a suitably qualified and experienced contractor for the provision of **Cleansing of Stained Footpaths** within the City of Greater Dandenong.

This is a lump sum and a schedule of rates based contract.

The initial term for this contract is three (3) years from the date of commencement with options to extend the contract by two (2) twelve-month periods at the sole and absolute discretion of Council.

Recommendation Summary

This report recommends that Council awards **Contract 2122-43** to **Aquatech Solutions Group Pty Ltd** for the Schedule of Rates as tendered.

The minimum cost (lump sum) of this contract over the initial three (3) year contract term will be Three Hundred and Fifty Eight Thousand, Nine Hundred and Forty Dollars (\$358,940.00) including GST of \$32,630.91 (\$326,309.09 excluding GST) plus a schedule of rates for additional cleans as required per category.

The lump sum cost is based on a specified minimum frequency of cleans for category one and two (2) sites and the tendered schedule of rates per clean per site.

4.1.2 Contract No. 2122-43 Cleansing of Stained Footpaths (Cont.)

Background

The Greater Dandenong City Council is committed to a program of continuous quality improvement of its assets, community services and management systems. To assist Council to achieve this goal Council is seeking the services of a suitably qualified Contractor for the cleansing of stained footpaths (removal of stains and chewing gum from footpaths) within the Municipality.

Generally, the sites to be cleansed are the high pedestrian traffic areas within the Dandenong, Springvale and Noble Park CBD zones surrounding the shopping centre strips and other sites where there is a high level of foot traffic.

These sites have been broken down into three categories:

- Category 1 – Those sites that will be cleaned at least once a year and will be regularly washed by Council;
- Category 2 – Those sites that will be cleaned every second year and will be periodically washed by Council; and
- Category 3 - These sites are those that are unlikely to have a significant cleaning requirement, are likely to be washed by Council in response to a report of spill/stains and require additional stain removal in response to those circumstances.

Other sites include the multideck carparks at Dandenong & Springvale, Harmony Square & Hemmings Park in Dandenong, the Springvale Community Hub and the Tatterson Park Pavilion in Keysborough.

The Street Cleansing Service is an integral function of both the preventive maintenance program and the maintenance of the appearance of the city.

The footpath cleaning sites, and their cleaning frequencies were shown on Maps 1 – 12 and detailed in pricing Schedules 1A – D and 2A – 2D included with the tender documents.

Tender Process

This tender was advertised in The Age Newspaper and on Council's website on Saturday 19 March 2022, at the close of tenders at 2:00PM Thursday 7 April 2022 six (6) tender submissions were received as follows:

- 1) Aquatech Solutions Group Pty Ltd**
- 2) Blue Sky Services (Vic) Pty Ltd**
- 3) HSC Facility Services Pty Ltd**
- 4) Kleenit Pty Ltd**
- 5) RP Facility Services Pty Ltd**
- 6) Techni-Clean (Aust) Pty Ltd**

4.1.2 Contract No. 2122-43 Cleansing of Stained Footpaths (Cont.)

Tenderers were requested to provide their pricing in the following format:

- A programmed rate per clean in accordance with prescribed frequencies;
- A schedule of rates for sites whereby one-off cleans are required at the discretion of the Contract Supervisor; and
- A schedule of rates for labour and equipment to clean other sites not listed in those schedules.

Tender Evaluation

The evaluation panel consisted of Council's Manager Infrastructure Services & Planning, Service Unit Leader – Waste & Cleansing, Team Leader Cleansing and the Contracts Officer, with Occupational Health & Safety and Environmental Management consultants providing specialist advice.

The Tenders were evaluated using Council's Weighted Attributed Value Selection Method. The advertised evaluation criteria and the allocated weightings for evaluation are as follows:

	Evaluation Criteria	Weighting
1	Price	45%
2	Capability (Capacity)	10%
3	Capability (Resources)	10%
4	Relevant Experience (Years in Business & Years this Work)	10%
5	Relevant Experience (Technical / Track Record)	10%
6	Local Industry	5%
7	Social Procurement	5%
8	Environmental	5%
9	OH&S Systems (Pass / Fail)	Pass / Fail
10	Environmental System (Pass / Fail)	Pass / Fail

The Evaluation Criteria 1 – 8 are given a point score between 0 (Not Acceptable) and 5 (Excellent) as detailed in the following table. Evaluation Criteria 9 and 10 are given a Pass or Fail.

Score	Description
5	Excellent
4	Very Good
3	Good, better than average

4.1.2 Contract No. 2122-43 Cleansing of Stained Footpaths (Cont.)

2	Acceptable
1	Marginally acceptable (Success not assured)
0	Not Acceptable

Each submission was assessed against all evaluation criteria to ensure that the tenderers met the standards required for Council contractors. A score of zero in any criterion would automatically exclude tenderers from further consideration for this contract.

The tender submission from **RP Facility Services** was classed as non-conforming as they only provided their price per site as a rate per square metre, however, they did not support their rate with the area measurement (in square metres) to be cleaned. (Council did not provide this information to tenderers).

The weighted attribute points scores resulting from the assessment are shown in the following table:

Tenderer	Price Points	Non Price Points	OH&S	EMS	Rapid Global	Total Score
Aquatech Solutions Group	1.13	2.13	PASS	PASS	Not Registered	3.26
HSC Facility Services	1.31	1.43	FAIL	FAIL	Non Compliant	2.74
Kleenit Pty Ltd	1.13	1.48	PASS	PASS	Compliant	2.61
Blue Sky Services Group	0.00	2.15	PASS	PASS	Compliant	2.15
Techni Clean (Aust)	0.39	1.44	Not Assessed	PASS	Non Compliant	1.83
RP Facility Services	0.00	0.00	Not Assessed	Not Assessed	Not Registered	0.00

At the completion of the tender evaluation process described above, the Evaluation Panel agreed that **Aquatech Solutions Group Pty Ltd** represented the best value outcome for Council.

Although the tendered schedule of rates received from Aquatech Solutions Group is higher than that offered by HSC Facility Services, their overall ranking for the non price evaluation criteria resulted in Aquatech Solutions Group receiving a higher total score. The identified advantages of their tender submission are detailed in the conclusion to this report and in the tender evaluation discussion report.

The Tender Evaluation Discussion report (price /non price) for the top three ranked tenderers is included in the attached confidential report.

4.1.2 Contract No. 2122-43 Cleansing of Stained Footpaths (Cont.)

The evaluation matrix and other supporting documents have been placed in the relevant Objective Contract Procurement file.

Note:

The higher the price score – lower the tendered price.

The higher the non-price score – represents better capability and capacity to undertake the service.

Financial Implications

Adequate funding of \$387,411.00 excluding GST has been included in the budget for this service for financial year 2022/23.

Note:

Schedule of Rates ***A schedule of rates contract is one under which the amount that is payable to the contractor is calculated by applying an agreed schedule of rates to the quantity of work that is performed.***

Lump Sum ***A lump sum contract or a stipulated sum contract will require that the supplier agree to provide specified services for a stipulated or fixed price.***

Social Procurement

Aquatech Solutions is a business located within the City of Greater Dandenong and they have stated that they prioritise employing people from the City of Greater Dandenong Community.

They currently employ staff from eight different countries with an average age spread of 41 years.

Aquatech Solutions have regularly engaged the services of local agencies (eg. The Bridge Inc in Dandenong & WISE Employment in Springvale) for local staffing requirements with great success and say they will continue to do so.

Aquatech Solutions has also supported local Greater Dandenong Sporting Clubs, e.g. Serbian Sports Centre (Keysborough) with financial sponsorship & free pressure washing services around their facilities.

Local Industry

Aquatech Solutions Group is a business located in Springvale within the City of Greater Dandenong and three staff members live within the Greater Dandenong boundary.

4.1.2 Contract No. 2122-43 Cleansing of Stained Footpaths (Cont.)

Aquatech Solutions Group has indicated the percentage and price estimates shown in the table below that they intend to spend at Greater Dandenong businesses in the form of labour, materials, plant and supervision.

ITEM	PERCENTAGE OF LOCAL CONTENT	VALUE OF LOCAL CONTENT (exclude GST)
Labour	50%	\$60,000
Materials	100%	\$50,000
Plant & Vehicles & Other	100%	\$50,000
Supervision (as above)	100%	\$30,000
Other: All additional people if required, will be employed locally		
TOTAL		\$190,000

Consultation

1. Safety & Environmental

During the tender evaluation process and in preparation of this report, relevant Council Officers from Council's Operations Centre and Council's Occupational Health & Safety and Environmental Planning were all consulted.

2. Community Engagement

This matter is not subject to Council's Community Engagement Policy under the *Local Government Act 2020* and Council's Community Engagement Planning Framework.

The Overarching Governance Principles of the *Local Government Act 2020*

Section 9 of the *Local Government Act 2020* (the LGA 2020) states that a Council must in the performance of its role give effect to the overarching governance principles. When a

tender process is undertaken it is fundamentally underpinned by the following overarching governance principles:

- Section 9(a) of the LGA2020 - Council decisions are to be made and actions taken in accordance with the relevant law;
- Section 9(b) of the LGA2020 - Priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- Section 9(c) of the LGA2020 - the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
- Section 9(e) of the LGA 2020 - innovation and continuous improvement is to be pursued;

4.1.2 Contract No. 2122-43 Cleansing of Stained Footpaths (Cont.)

- Section 9(f) of the LGA 2020 - collaboration with other councils and governments and statutory bodies is to be sought;
- Section 9(g) of the LGA2020 - the ongoing financial viability of the Council is to be ensured; and
- Section 9(i) of the LGA2020 - the transparency of Council decisions, actions and information is to be ensured.

In giving effect to the overarching governance principles above, the following supporting principles are also considered throughout any tender process:

- Section 89 of the LGA2020 - the strategic planning principles; and
- Section 1010 of the LGA 2020 - the financial management principles.

Victorian Charter of Human Rights and Responsibilities

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

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

Included in the tender submissions, successful contractors have completed the Modern Slavery Questionnaire (Schedule 9), Fair Work Questionnaire for Potential Contractors (Schedule 10) and the Victorian Child Safe Standards Questionnaire (Schedule 11).

The responses provided to these statements by the successful contractor were assessed and determined to be satisfactory in the context of the Victorian Charter of Human Rights and Responsibilities.

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

The Gender Equality Act 2020

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

Included in the submission for this tender, contractors were required to address Council's Social Employment opportunities (Schedule 7). This includes questions to address Council's Diversity, Access and Equity Policy.

The responses provided to these statements by the recommended contractor were assessed and determined to be satisfactory in the context of the Gender Equality Act.

4.1.2 Contract No. 2122-43 Cleansing of Stained Footpaths (Cont.)

Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a “Climate and Ecological Emergency” and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

Included in the submission for this tender, contractors were required to address Council's Statement of Environmental (Schedule 8). This includes questions to assess if the contractors' attitude towards sustainability is in line with Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy 2020-2030 and the requirements of the *Local Government Act 2020*

The responses provided by Aquatech Solutions Group Pty Ltd were assessed and determined to be satisfactory in the context of Climate change and Sustainability.

Conclusion

At the conclusion of the tender evaluation process described above the evaluation panel agreed that the tender submission from **Aquatech Solutions Group Pty Ltd** represented the best value outcome for Council and should be accepted for the following reasons:

- 1) Their conforming and competitively priced tender submission that included a detailed methodology statement;
- 2) They have a dedicated service team for this contract that will deliver a chemical free wash process utilising heated high pressure hot water using purpose specific nozzles ensuring limited overspray;
- 3) Their rates / price include photographic documentation of all works completed at individual sites;
- 4) Aquatech are the current contractor for the cleansing of stained footpaths within Greater Dandenong and they have been providing the service to a very good standard for over 10 years;
- 5) They are a local company with their office and warehouse located in Springvale;
- 6) They receiving a sound pass for their Standard Financial & Performance Assessment (Procurement) Company Check undertaken by Corporate Scorecard; and
- 7) They have received a pass for both of their Occupational Health and Safety (OH&S) and Environmental Management Systems.

4.1.2 Contract No. 2122-43 Cleansing of Stained Footpaths (Cont.)

Recommendation

That Council:

- 1. awards Contract 2122-43 for the Cleansing of Stained Footpaths within the City of Greater Dandenong to Aquatech Solution Pty Ltd for the tendered schedule of rates for the initial contract term of three (3) years from the date of commencement;**
- 2. reserves the option to extend the initial contract term by two (2), twelve (12) month extensions at the sole and absolute discretion of Council; and**
- 3. signs and seals the contract documents when prepared.**

4.2 POLICY AND STRATEGY

4.2.1 Council Performance Report End of Year 2021-22

File Id:	A8683169
Responsible Officer:	Executive Manager, Communications and Customer Service
Attachments:	Council Plan End of Year Performance Report 2021-22

1. Report Summary

This report details a summary of Council's progress for the period 1 July 2021 to 30 June 2022 against performance targets outlined in the Council Plan 2021-25.

2. Recommendation Summary

This report recommends that Council notes the achievements against the Council Plan Indicators for the year ending 30 June 2022.

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

3. Background

Council adopted the new Council Plan 2021-25 on Monday 25 October 2021 along with the Annual Plan 2021-22.

The Council Plan 2021-25 outlines the vision and objectives of the current Council over the four years of its term in office. This document guides service delivery, innovation and good governance, and provides the foundation for the corporate planning framework for all business activities. The Council Plan also guides the budget, service delivery priorities and the continuous improvement of our services.

The Council Plan 2021-25, Annual Plan 2021-22 and Annual Budget 2021-22 are made available to residents through the Customer Service Centres, libraries and on Council's website www.greaterdandenong.vic.gov.au

Progress against performance targets for the period 1 July 2021 to 30 June 2022 is outlined in the end of Year Performance Report which details the achievements for the Council Plan Indicators from the Council Plan 2021-25 and actions from the Annual Plan 2021-22.

The COVID-19 pandemic has continued to have an impact on Council's ability to complete some activities for the 2021-22 year. It has particularly affected planned events, performances and exhibitions which have had to be postponed or in some cases cancelled. These are highlighted in Attachment 1.

Attachment 1: The Quarterly Performance Report for the period 1 July 2021 to 30 June 2022

Performance highlights against the Council Plan strategic objectives include:

A socially connected, safe and healthy city

- 180 Volunteers supported Council programs.
- Council successfully delivered a range of community funding programs valued at over \$2 million.
- Three State Government community grants have been received to implement public space activation events as part of the Community Safety Plan 2015-22.
- The design phase of the Keysborough South Community Hub is complete and the project has been put out to tender.
- 170 families and 382 children were provided support through Family Services
- 760 families were enrolled across 20 supported playgroups
- Council administered \$293,263 of funding for material aid under the State Government Local Partnership Program

A city that respects and celebrates diversity, our history and the arts

- The 2021-23 innovate Reconciliation Action Plan was officially launched on 14 February.
- Phase four of the Back Your Neighbour campaign was successfully endorsed with a specific focus on the abolishment of temporary protection visas and universal access to programs and supports.

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

- The Children's Forum was held online with 140 students attending.
- Council's first Gender Equity Action Plan was prepared and submitted to the Commission for Equity in the Public Sector.
- 181 events and activities took place at the Drum Theatre.
- The Arts and Cultural Heritage Strategy and Greater Dandenong Libraries Strategy 2022-26 were endorsed by Council.

A city of accessible, vibrant centres and neighbourhoods

- Three (3) grants were received from the State Government to improve safety, community engagement and social cohesion across key municipal safety hotspots.
- All renewal projects for quality streetscapes are complete.
- 21 projects valued at \$2.2m were funded by the Office of Suburban Development to facilitate the Noble Park Revitalisation project.
- Council, in partnership with WAYSS and a local philanthropist, has purchased a block of land for construction of social housing for women and families affected by family violence.
- The Street Party/Play initiative has been launched as part of the 1,000 Play Streets movement.

A green city committed to a sustainable future

- The Sustainability Festival was held in April with over 1,500 people attending various activities.
- Council adopted the Open Space Contributions Plan and officers are now finalising the planning scheme amendment to have this incorporated into the planning scheme.
- 75 per cent of open space projects are complete with the other 25 per cent underway.
- The Urban Forest Strategy was adopted by Council and work is underway to implement the Action Plan.
- Clean Up Australia Day and other community clean up activities saw an increase in participation.

A city that supports entrepreneurship, quality education and employment outcomes

- In conjunction with Chisholm TAFE a 12 month traineeship program in Individual Support (Ageing Home and Community) was undertaken to address a nationwide shortage of trained aged care workers with 17 graduates being offered employment contracts with Council.
- The 13th 'Take a Swing for Charity' Golf Day raised in excess of \$40,000 for Wellsprings for Women.
- 460 used laptops were donated as part of the 'This is IT' Schools program.
- Two grants were received from Creative Victoria valued at over \$950k including one which allows for design work for the larger redevelopment of the arts precinct.

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

- The 10-year Asset Plan was endorsed by Council in June 2022.
- 2,000 visits were conducted at businesses to provide COVID Safe education with 80 per cent of businesses compliant on completion of the program.

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

- The Workforce Management Plan was endorsed by the Executive Team and meets the requirements of the *Local Government Act 2020*.
- The Community Engagement Framework was reviewed and aligns with the *Local Government Act 2020* and Council's recently endorsed Community Engagement Policy.

4. Proposal

This report proposes that Council notes the report of achievements against performance targets outlined in the Council Plan 2021-25 for the period 1 July 2021 to 30 June 2022.

5. Financial Implications

There are no financial implications associated with this report.

5. Consultation

The Chief Executive Officer, Directors and all business unit managers were consulted in the preparation of this report.

6. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Great Dandenong is a home to all.
It's a city where you can enjoy and embrace life through celebration and equal opportunity.
We harmonise the community by valuing multiculturalism and the individual.
Our community is healthy, vibrant, innovative and creative.
Our growing city is committed to environmental sustainability.
Welcome to our exciting and peaceful community.*

6.1 Community Vision 2040

This report is consistent with the Community Vision 2040 and its accompanying principles:

- Safe and peaceful community
- Education, training, entrepreneurship and employment opportunities
- Sustainable environment
- Embrace diversity and multiculturalism
- Mind, Body and Spirit
- Art and Culture.

6.2 Council Plan 2021-25

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

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 strategic objectives:

- A socially connected, safe and healthy city
- A city that respects and celebrates diversity, our history and the arts
- A city of accessible, vibrant centres and neighbourhoods
- A green city committed to a sustainable future
- A city that supports entrepreneurship, quality education and employment outcomes
- A Council that demonstrates leadership and a commitment to investing in the community.

7. The Overarching Governance Principles of the *Local Government Act 2020*

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles.

This report addresses the following principles:

- a. the municipal community is to be engaged in strategic planning and strategic decision making;
- b. the transparency of Council decisions, actions and information is to be ensured.

And also takes into account the following supporting principles:

- a. the community engagement principles (section 56);
- b. the public transparency principles (section 58);
- c. the strategic planning principles (section 89);
- d. the financial management principles (section 101);
- e. the service performance principles (section 106).

The Quarterly Performance Report provides details on Council's progress against its key strategic objectives to ensure accountability and transparency of its actions.

8. Victorian Charter of Human Rights and Responsibilities

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

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

9. The Gender Equality Act 2020

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires Councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

The content of this report is purely administrative in nature and does not benefit any one gender group over any other. The Council Plan itself was the subject of a Gender Impact Assessment and all strategic objectives and key priorities were developed to ensure that all genders were represented.

10. Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

This report outlines progress against some of Council's overarching climate change and sustainability actions for 2021-22. The Council Plan highlights key activities which impact Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy 2020-2030 and the requirements of the *Local Government Act 2020*.

11. Related Council Policies, Strategies or Frameworks

This report forms part of Council's Integrated Planning Framework and is in accordance with Council's policy of providing regular information and feedback to Council and the community about Council's financial position.

12. Conclusion

Greater Dandenong City Council provides a performance report against organisational objectives and its financial position on a quarterly basis. The reporting procedures and systems in place provide Councillors and the community with the opportunity to monitor progress against Council Plan Indicators. This ensures that all resources are managed effectively and accountably.

13. Recommendation

That Council notes the report against performance targets outlined in the Council Plan 2021-25 for the period 1 July 2021 to 30 June 2022.

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

POLICY AND STRATEGY

COUNCIL PERFORMANCE REPORT END OF YEAR 2021-22

ATTACHMENT 1

**COUNCIL PLAN END OF YEAR
PERFORMANCE REPORT 2021-22**

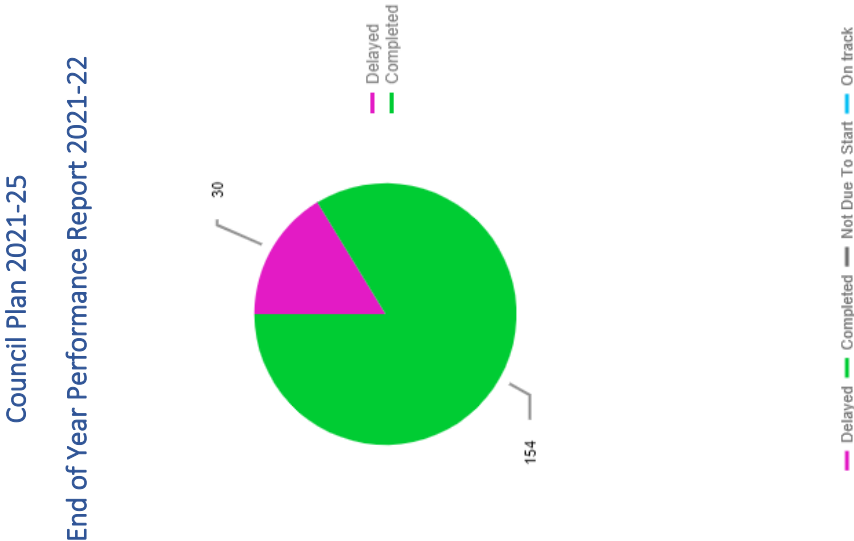
PAGES 54 (including cover)

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

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)






4.2.1 Council Performance Report End of Year 2021-22 (Cont.)








4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

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

Action	Annual Comment	Status
Deliver initiatives that raise young people's awareness of drug and alcohol related harms	<p>Youth and Family Services delivered the following activities:</p> <ul style="list-style-type: none"> - Nine Party Safe workshops in local schools and community settings, educating young people about strategies to minimise alcohol-related harm (385 contacts) - Social media posts on Facebook and Instagram, including campaigns to reduce alcohol and tobacco-related harm amongst young people (4,351 contacts) - Distribution of "Text the effects" resource cards at youth events, providing young people with information about an anonymous SMS service where they can access free information about the effects of drugs and alcohol (3,000 contacts) 	
Enhance strategic partnerships and collaboration to address negative impacts of alcohol use and sales	<p>Council continued to collaborate with the South East Consortium of Alcohol and Drug Agencies (SECADA), Enliven, Victoria Police, and Maroonah, Casey, and Knox Councils, and contributed data and statistics to map alcohol density and related harms. 17 Liquor License Planning Permit applications were assessed for compliance with harm reduction principles over 2021-22. Council also participated in Enliven's Local Drug Action Team project that successfully worked to increase resilience and reduce isolation amongst vulnerable communities, and is now applying to implement a second phase of the project. Council was represented on a Community of Practice group chaired by the Alcohol and Drug Foundation that has now drafted a national position statement on alcohol online sales and delivery and updated its benchmarking tool for all states.</p>	
Work with Monash Health to support the community with greater access to and uptake of smoking cessation supports	<p>Tobacco-related harm research and local stakeholder mapping was undertaken earlier in the year with Monash Health and opportunities identified to improve communication and enable greater community access to smoking cessation supports. In partnership with Quit Victoria, a six week anti-smoking media campaign which promoted Quitline support and raised awareness of the harms of smoking, was delivered from May to July 2022. Collaboration with health promotion organisations to support smoke-free settings and smoking cessation will continue into next year.</p>	






 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Coordinate tobacco control activities to meet service and funding requirements in accordance with the Municipal Association of Victoria service agreement	The Public Health Unit completed all inspections as per the MAV Service Agreement.	
Support liquor licensees and collaborate with other authorities to implement policy and legislation to reduce alcohol harms in the community	The Greater Dandenong Liquor Licensees Accord group met in June and discussed the ongoing economic impact that COVID-19 continues to have on their businesses, Digital ID requirements for venues, and noted the upgraded educational resources that the VCGLR has provided over the last year. Police continue to work closely with licensees to mitigate violence and anti-social behaviour in venues and encourage licensees to report incidents in real time.	
Update Council's Local Law, when required, to ensure it is meeting the community's expectations regarding alcohol controls in the public realm	Local Law 2 was adopted by Council in September 2021.	
Continue to advocate and support local residents with a disability to successfully find paid employment through participating in the Australian Network on Disability (AND)'s "Stepping Into" paid internship program and promoting its success to the local business economy	Ongoing participation in the Australian Network on Disability's programs have led to support and interest across all departments in Council. The Disability Advisory Committee continues to advocate for employment options in the local area. Community Care has also participated in a statewide project about employment of people with a disability which has resulted in a video being produced, featuring Council staff and promoting the employment of people with a disability. Council supported the employment of people with a disability through the appointment of two interns.	
Explore ways that greater support can be provided to the carers of people with a disability	A range of Council activities support carers including walking groups, day trips and respite services. Council received additional grant funding through "Supporting Carers Locally" and Community Care is working with Carers Vic to implement additional support options. Extended lockdowns have partially delayed this project with many carers still reluctant to participate in activities face to face. The project is now on track to be completed in December 2022.	





 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Provide support and information to residents on how to access the NDIS to help maximise their understanding and knowledge	Through participating in and leading networks including the Southern Region Disability Alliance and the CALD Disability Network people in the community are supported to access information about the NDIS and other services available. The Disability e-news was distributed to 300+ residents and service providers promoting information about the NDIS. Community Care has also been working with the National Disability Insurance Agency to ensure that the needs of the community are communicated and that opportunities for support and information are promoted back to the community.	
Complete and execute outstanding and new Joint Use Agreements between the Department of Education and City of Greater Dandenong.	Council continues to progress the CJUA with schools. Three are currently being reviewed, one is complete and three others are in draft.	
Implement the year two actions of the 'Make Your Move' Greater Dandenong Physical Activity Strategy to improve health outcomes for our diverse and multicultural community	The majority of action items will be completed as per the implementation plan, only a few will be rolled over to year three due to COVID-19/resource issues.	
Continue to support, train and recognise Council volunteers through regular events	Council's volunteers were provided with training, recognition and support over the financial year resulting with great retention of 180 volunteers to support many Council Programs.	
Increase COVID-Safe opportunities for volunteering within Council programs including social links for isolated community members	Approximately 80 per cent of volunteering activity within Council has resumed and additional new volunteering opportunities have emerged. New collaborations were formed to increase COVID Safe volunteering opportunities. Recent activities included engagement with Council's Karma Knitting program. Over 150 knitted items were created and distributed to Cornerstone, CoCO Social Enterprise and Shawlands Caravan Park. Volunteers assisted with anti-poverty surveys and participated at the anti-poverty forum. Volunteers also assisted Library Services to trial an online book club prior to launching to the public.	





 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Support community initiatives that promote meaningful volunteering opportunities	The Greater Dandenong Volunteer Resource Service has provided in person and COVID Safe services. 36 new agency identified roles were created in the year, with a total of 280 roles open at the end of the quarter. 313 prospective volunteers were interviewed for referral to services. 83 workshops and trainings were delivered for volunteers and volunteer managers. A National Volunteer Week Celebration was held with 35 participants. The GDVRS has increased its online and social media presence and initiated a weekly pop-up at the Springvale Community Hub to better promote the service and improve accessibility.	
Utilise volunteers to help raise community awareness on the positive impact of physical activity	The Make Your Move ambassador campaign is underway with volunteers enlisted to assist in raising the profile of getting active in the community.	
Investigate the feasibility of implementing a 'Functional Zero' model of homelessness in Greater Dandenong	Council, in collaboration with Launch Housing and other key stakeholders, has started the Dandenong Zero project with the project aim to end rough sleeping in the Greater Dandenong municipality. The four tiers of the governance structure have been established with selected stakeholders participating in the: Executive, Improvement and Escalation, Service Coordination and Hot Spots groups. Primary governance and operating documents have been agreed to by key stakeholders and a first draft of the By Name List (BNL) of people sleeping rough in the Greater Dandenong has been created. The Dandenong Zero Project aims to connect rough sleepers with tailored services so that long-term housing solutions are achieved for each individual and/or family.	
Develop an Anti-Poverty Strategy through community consultation and partnership with local community agencies and organisations	A draft Anti-Poverty Strategy has been developed. The strategy was informed by over 120 community consultations, workshops of key stakeholders including non-profits, community members and other levels of government. The draft Strategy is scheduled to be presented to Council in September.	





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4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Partner with Melbourne City FC and City in the Community to develop and deliver aligned programs that focus on community outreach, engagement, participation and business networking	The planning and delivery of activities and initiatives in partnership with the Melbourne City Football Club and City in the Community charitable foundation is ongoing. A Memorandum of Understanding has been drafted to establish a framework for ongoing cooperation and collaboration - for the provision of mutual beneficial community outcomes in Greater Dandenong.	
Support community initiatives to increase healthy eating and promote healthy lifestyles and settings within the city	Healthy eating and active living community initiatives were promoted and delivered in partnership with Monash Health's South East Food and Nutrition Network, Healthy Sports Club pilot launch and the South East Health Prevention food collective impact project earlier in the year, and facilitated strategic planning around new Municipal Public Health and Wellbeing Plans and Community Health Promotion Plans. In March, Council supported the launch of the Vic Kids Eat Well initiative with Greater Dandenong's new Healthy Kids Advisor. The initiative promotes healthy food choices in Council's facilities and schools.	
Support community initiatives to raise awareness of the increased health risks related to climate change particularly in vulnerable individuals	Highlights included the completion of the municipal scan to address the intersections of climate change risk and health across the municipality, delivery of the SECCCA Vulnerability Assessments and the Disability and Climate Change workshop.	
Support engagement, transparency and accessibility of Council's grant programs	Council has successfully delivered a diverse range of funding programs worth over \$2 million. Medium to Large funding rounds were open and accessible, with multi-stakeholder panels recruited to assess grants and make recommendations to Council. Council implemented the COVID Response Grants in 2021, offering funding for community organisations to respond to emerging needs due to COVID-19. Council also implemented an improved monitoring mechanism to ensure funded agencies were able to deliver projects effectively. Council has developed a pilot reporting system with industry leaders SmartGrants to increase the transparency of funding outcomes. This system has been incorporated into applications and will be rolled-out with new funding agreements.	





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4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Support the establishment and transition of South East Leisure in the management of Council's major aquatic and recreation facilities	Support for the transition of management has been provided to South East Leisure (SEL) and SEL will take over management of Council's facilities from 1 July.	
Support the implementation of the Greater Dandenong Social Prescribing Network Pilot initiatives through regular network meeting attendance and linkage with other Council service programs	Regular Network Committee meetings continue with Council's Community Care Department and Community Advocacy Unit represented. Through Network agencies significant support and personal advocacy is being done to address the health, well being and resilience of the community, including: SMRC's social support groups, financial assessment work; Council's material aid support for referred clients and broader advocacy re systemic issues; and Springvale Neighbourhood Houses' support of new Afghan arrivals and previous Park Hotel asylum client.	
Implement Council's Community Safety Plan 2015-22	Implementation of public space activation events funded by three State Government community safety grants will commence now that COVID-19 restrictions have been lifted. Negotiations are in progress to partner with the Dandenong West Primary School Hub, Dandenong High School and the Dandenong Community Learning Centre to upgrade and activate the School's Community/Men's Shed, and hold workshops with young people and children to produce temporary/moveable small-scale art for public space installation in central Dandenong and Dandenong West. A review of the Greater Dandenong Community Safety Plan 2015-22 has concluded and a background report to inform the development of a new draft Plan is being prepared for Council's consideration and public consultation.	
Manage and maintain Council's CCTV Safe City program	Council's Public Space CCTV system and program are being maintained in accordance with all policies, procedures and agreements. Council has begun engaging with an external party for the review of the existing agreement and will look at formalising this contract in the future. Council have recently set up monthly reporting mechanisms with Victoria Police to enable Council to measure the effectiveness of the Safer City CCTV network. Reporting will also assist with future planning of the CCTV network.	




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  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Promote physical and social activity in local streets including the roll-out of a new Street Parties Framework	This initiative has been launched as part of the 1000 Play Streets movement. Applications from the community can be submitted via Council's website and further promotion will be undertaken in 2022-23.	
Actively support and encourage older residents to understand the importance of maintaining social connections, assist senior's clubs and groups to recommence club activities together and increase the range and number of social activities provided by Council	Following periods of lockdowns and concerns amongst older people about COVID-19 the majority of seniors activities have recommenced. These activities include seniors groups, day trips, social support services and library activities all aimed at creating opportunities for social connection with activities on offer increasing each month. Many older people are still concerned about face to face activities and Community Care has been working with individuals to encourage participation. The Social Support Group received positive feedback after commencing a different approach to the program with a range of new activities being offered and a range of new service delivery options. Additional programs and options will be added throughout the remainder of 2022.	
Participate in consultations with the Commonwealth Government and the Aged Care sector regarding the design of the new Home Care Program that is being developed in response to the Royal Commission into Aged Care Quality and Safety to ensure that the needs of Greater Dandenong older residents are considered	Whilst there is general agreement in principle with the combining of all in home support aged care programs in line with the recommendations of the Royal Commission into Aged Care Quality and Safety, the final design of the new combined "Support @ Home" Program has been delayed. It is now likely with a change of Government that the new Albanese Labor Government will undertake further review of the new in home support model therefore it is unlikely that the new Program will be ready for implementation in July 2023. Council will continue to monitor the situation and brief Council when necessary.	
Undertake a review into the impacts of the new Home Care Program Model once announced on both the community and Council's role as a service provider for Council's consideration	Due to the May Federal Election and the resultant change of Government, the final details of the proposed "Support @ Home" have been delayed. The new Albanese Labor Government is expected to undertake further review into the proposed new program for all aged care in home support program but to date there is little information about when this may occur. Council officers will continue to review service operations in preparation for undertaking a full assessment of the impacts of the new In Home Support Program once details are confirmed by the new Federal Government to present to Council for their consideration.	







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4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Undertake the Future Directions for Community Transport project	<p>The project's full implementation is delayed due to the impact of both COVID-19 lockdowns in 2021 and the ongoing hesitation of some older residents to leave their homes due to the increasing numbers of COVID-19 cases. This has impacted on the ability to implement two key parts of the project; commencing the Bus Loop trial and connecting with seniors clubs and groups to encourage and educate them to use various types of public transport.</p> <p>Due to feedback regarding the importance of social connection after the lockdowns the Community Transport Service recommenced with additional shopping trips and day outings offered. To allay some concerns and hesitation regarding the risk of catching COVID-19 Council continued to offer trips as a door to door pick up service and therefore the introduction of the Loop model will be deferred.</p> <p>The high rates of COVID-19 infections has led to some seniors groups electing not to recommence their activities, which together with the health advice regarding the danger of catching COVID-19 on public transport has led to an education campaign on the benefits of using public transport to our vulnerable older residents deferred. Further consideration of the impacts of COVID-19 on the use of public transport for vulnerable residents will be undertaken during 2022.</p>	
Commence the detailed design of the Dandenong Community Hub	The detailed design stage is dependent on the completion of the concept design stage which is due in late 2022.	
Finalise the concept design of the Dandenong Community Hub	The results of consultation and amended concept plans for the Dandenong Community Hub were presented at the Council Briefing Session on Monday 6 December 2021. During 2022, Councillors have requested additional concept plans for the Dandenong Community Hub be developed featuring alternative layouts to the concept plan released for public comment in 2021. This work includes the detailed cost analysis of all layouts in order to gain an understanding of the expected cost of all options being considered. The timeframe for delivery of this work has been adjusted accordingly and is currently expected to return to Council for review in September 2022. There will be subsequent community consultation activities and reporting back to Council.	




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  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Implement the Springvale Community Hub Action Plan	The action plan has been heavily impacted by COVID-19 restrictions, however a review of the 2020-22 Action Plan identified 41 per cent of tasks were completed, 42 per cent are currently in progress and will continue until completed and 17 per cent are on hold or haven't commenced. Development of the new Action Plan has commenced, including community consultation and actions that are not currently complete or on hold will be reviewed and added to the new plan.	
Progress the construction of the Keysborough South Community Hub	The design phase of this project has now been completed and the project was put out to tender.	
Monitor and report gambling trends, as well as hazards of gambling and sources of assistance, to Council, community agencies, residents and other Councils	Detailed information about Electronic Gambling Machine (EGM) trends was prepared and reported to Council and external stakeholders. Monthly trends were documented to depict the surge in EGM gambling following the easing of COVID-19 restrictions. A report was subsequently prepared and distributed to internal, regional and local government stakeholders about the nature and growth of sports and online gambling.	
Oppose electronic gambling machine applications to the Commission for Liquor and Gambling Regulation, where instructed by Council	No new or additional Electronic Gambling Machine (EGM) applications were received in the financial year. Noble Park Football Social Club purchased further EGM entitlements and Council has instigated the necessitated preliminary preparations for a possible formal application in the near future.	
Support community-based initiatives to address gambling harm and inform residents about sources of assistance	A planned project, in collaboration with Gambler's Help Southern, to work with selected cultural communities to develop information material in community languages about the nature and hazards of gambling and sources of assistance, was cancelled owing to resourcing difficulties experienced by Gambler's Help.	
Support the Alliance for Gambling Reform with its advocacy campaigns and data on gambling trends	Support provided throughout the year, including information about Statewide and municipal Electronic Gambling Machine (EGM) gambling trends, monthly trends, and sports and online betting, was provided to the Alliance for Gambling Reform to support its advocacy.	



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4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Deliver programs and services that support vulnerable families, including those at risk of or experiencing family violence	Family Services have engaged 170 families and 382 children, providing a total 10,568 contact hours of support. Youth and Family Services also facilitated the Martial Arts as Therapy (MAT) program, engaging 12 vulnerable children and their families (16 sessions, 134 contacts)	
Support parents and their children to access the Supported Playgroup program and community playgroups	760 families were enrolled across 20 Supported Playgroups. COVID-19 conditions presented some challenges for face-to-face playgroup delivery and home coaching. Online delivery and phone calls supported families to stay engaged and reconnect with each other as conditions eased during the return to COVID-19 normal.	
Support vulnerable children to form social connections through the CALD Kindergarten Project	The Culturally and Linguistically Diverse (CALD) Kindergarten Project has supported 310 children and their families to enrol for early start kindergarten, referral to Playgroup, Maternal and Child Health and Immunisation Services.	




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  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Deliver Youth United Against Family Violence initiatives in local school and community settings	<p>The roll-out of family violence workshops in schools and community settings was significantly impeded by COVID-19 however the following activities were completed:</p> <ul style="list-style-type: none"> - Presentation on the Youth United Against Family Violence Project at the Youth Affairs Council of Victoria (YACVic) 'Reshape Our Future' conference in August, engaging 400 youth sector professionals from across the state. - Development of an awareness campaign for White Ribbon Day and the 16 Days of Activism against Gender-based Violence. The four posts incorporated messages to raise awareness of the different forms of family violence, support services, and strategies to be an active bystander and respond to disrespectful or abusive behaviour. - Delivery of a Cyber Abuse workshop for secondary students. - Facilitation of a Greater Dandenong Youth Network meeting on the topic of adolescent violence in the home, building the capacity of sector professionals. - 6 bookings for family violence workshops, to be delivered in schools next term. (Total 1,971 contacts) <p>Youth and Family Services have also established a working group with the Sports and Recreation Department and are planning the roll-out of workshops in local sporting clubs. The implementation has been put on hold due to a delay in Monash Health's "Healthy Sports Clubs" initiative, which the workshops will be complementing.</p>	
Document, and report on, trends relating to family violence	Information about trends in family violence was maintained and updated, shared with the community on the Council website and used to inform Council programs. Other information from reports and research has been summarised and shared with relevant staff and used, in part, to inform the development of Council's Gender Equity Action Plan and accompanying report.	





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4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Inform the community about the nature and impacts of family violence and sources of assistance	Information about the nature and impacts of family violence, as well as relevant issues relating to gender equality, has been prepared and shared with relevant Council business units and partner Councils. This information has been summarised on Council's website with appropriate presentations on Council screens. Data relating to the prevalence of family violence has been updated, and relevant contemporary reports summarised. This information has been shared with internal and external stakeholders. Council has commenced its participation in the 'Mothers Legal Help' service collaboration project, led by the South-East Monash Legal Service, while its support for the Marriage Equality Project concluded earlier in the year.	
Support community initiatives to address and prevent family violence	Earlier in the year Council concluded its involvement in the Forced Marriage project which was successfully conducted in the region by Red Cross. Council has also supported the regional activities of Women's Health in the South East (WHISE), most recently to conduct a sexual health information session for regional health, community and welfare professionals as a means to stem the rise of venereal infections in the general population.	
Analyse the State Government response to the recommendations of the Royal Commission into Victoria's Mental Health System	Overall monitoring of the Royal Commission roll-out continues including funding for a Pop up Mental Health Hub in the South East, mental health campaigns and messaging through social media. A report will be provided to Council in the new financial year.	




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4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Commence the delivery of health promotion modules of the VicHealth Local Government Partnership, to improve mental health, increase healthy eating and physical activity among children and young people	<p>The delivery of the health promotion modules of the VicHealth Local Government Partnership are well on track:</p> <ul style="list-style-type: none"> - <i>The systems thinking workshops</i> - completed in April 2022 with young people working groups being established to support healthy eating and increase physical activity. - <i>The Kids Co Design workshops</i> - completed in May 2022. The report recommendations will increase the scope of work being undertaken by Council and provide children's perspective when forming policy and programs. Further projects to support cleaner and safer public spaces have been established through internal Council teams. - Additional grant funding was secured from VicHealth to launch a Youth Summit and Mental Health Week activities for young people in high school. - Food System work is to be launched in late 2022 in conjunction with Council's Food and Tourism Strategy and Council Plan. Work has begun with several internal and external groups to support this work. - Active transport pilot projects are currently being trialed at two Greater Dandenong Schools. 	
Continue the delivery of the Sleep and Settling Initiative expanding to all funded age groups	The full roll-out of this initiative was unable to be completed due to difficulty in recruiting appropriate staff. New staff will be employed in the new financial year and the full program is scheduled to be rolled out.	
Deliver preventative health activities to Aboriginal and Torres Strait Islander families through the New Directions project	The Indigenous Health Care Program - New Directions Project team continue to deliver preventative health activities to Aboriginal and Torres Strait Islander families through the New Directions project. Activities that have been completed include - Regional Yarning for Active Education swimming sessions, a Tackling Indigenous Smoking Video, Cooking for Bubup Videos and Recipe Book, a Stay Strong and Deadly Immunisation flyer, and ongoing oral health education and checks delivered to regional Aboriginal and Torres Strait Islander children and their families.	
Expand the Maternal and Child Health program to meet identified gaps in mental health, family violence and outreach	Opportunities to expand the MCH service to meet the gaps identified are continuing into 2022-23.	


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4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Monitor and report on the percentage of children fully vaccinated according to their age, through to five years old, according to the national immunisation register	The fully vaccinated for age coverage rates for Local Government areas includes data from all Immunisation providers, such as General Practitioners, as well as Council. Immunisation coverage rates across all three age cohorts has remained relatively stable throughout this year. The exception was a significant increase in the 24-27 months of age cohort in the second quarter when rates spiked at 94.31 per cent before settling back to close to 88 per cent for this age group which is in line with previous quarters.	
Support the mental health of young people and families through providing flexible and responsive interventions and raising awareness of available supports	<p>Youth and Family Services delivered a range of initiatives to support the mental health of young people and families:</p> <ul style="list-style-type: none"> - Facilitated five Greater Dandenong Youth Network meetings exploring topics relating to mental health including: technology and social media, body image, suicide, resilience and belonging, and gaming (353 contacts). - Facilitated the Happiness Project, Kickstart and Martial Arts Therapy program, supporting vulnerable young people to build resilience (295 contacts). - Provided individual support to young people via phone check-ins (420 contacts). - Family Services engaged 170 families and 382 children, providing 10,568 contact hours of support. - Responded to 506 intake enquiries, providing information and referral for young people and families. <p>The Youth and Family Services' Mental Health Week event was cancelled in October due to COVID-19 (estimated 250 contacts). A calendar of activities and resources were developed in place of this, including online workshops for Year 7-8 students and a fact sheet disseminated to local schools and services.</p> <p>A variety of social media content has been published to enhance mental health literacy, equip young people with self-care strategies, and increase awareness of support services and pathways (46 posts reaching 30,860 contacts)</p>	
Complete the Community Gardens Policy	The Community Gardens on Council Owned Public Open Space Policy and Guidelines were adopted by Council on 13 September 2021.	

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  On track



4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Work with the State Government and the Material Aid Consortium through the COVID-19 response	Under the State Government Local Partnership Program, Council administered funding of \$293,263 to 16 agencies over the period 1 April 2021 to 30 June 2022 to meet increased demand for material aid due to the pandemic. Funding under this program has now ceased. Council will continue to engage and facilitate networking with the over 40 food relief agencies serving Greater Dandenong.	

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  Not Due To Start
  On track



4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

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

Action	Annual Comment	Status
Implement Council's Reconciliation Action Plan (RAP)	Council's 2021-23 Innovate Reconciliation Action Plan (RAP) was officially launched on 14 February at Springvale Community Hub and throughout the year Council has developed a strong working relationship with Bunurong Land Council Aboriginal Corporation (BLCAC) as Traditional Owners. Council has an active RAP Working group and monthly consultation meetings are scheduled with BLCAC representatives to discuss matters requiring Traditional Owner input and advice. A Significant Cultural Days calendar was developed and BLCAC has supported the delivery of events such as, the Sustainability Festival, The Big Picnic and New Afghan Arrivals Welcome event. Processes were developed for designing acknowledgment plaques for all Council sites, and BLCAC provided exclusive naming rights of Link Road Noble Park. BLCAC has also provided feedback on the Arts, Culture and Heritage Strategy, Dandenong New Art (DNA), New Directions Women's Business, Gardens for Wildlife, Dandenong Wellbeing Centre, Interpretative arts signage, Connecting to Country Program and Cultural Training for Council Staff. Council's Parks and Conservation team is also supporting BLCAC re the State Government \$5.5 million redevelopment of the significant cultural site at Police Paddocks.	
Provide support to Early Years Services to develop their own RAP	Six early years services and two primary schools in the City of Greater Dandenong with Reconciliation Action Plans registered with the Narragunnawali Platform. Children's Services continues to deliver support to early years services and primary schools to connect to Aboriginal and Torres Strait Islander early years service providers, the Narragunnawali Platform and the Gathering Places to support the development of Reconciliation Action Plans	





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4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
As Chair of the Local Government Mayoral Taskforce Supporting People Seeking Asylum advocate for the rights of people seeking asylum	<p>The Mayoral Taskforce Supporting People Seeking Asylum engaged in a high level of advocacy over the past 12-months.</p> <p>Phase four of the Back Your Neighbour Campaign (BYN) was first drafted by the Mayoral Taskforce in October 2021, and was successfully endorsed, with a specific focus on the abolishment of Temporary Protection Visas and universal access to programs and supports.</p> <p>Social Change Projects was engaged to manage the BYN Campaign in the lead up to the 2022 Federal Election and during this time numerous meetings were secured with Coalition, ALP and Greens' decision makers. Highlights included the March 2022 Canberra Taskforce delegation.</p> <p>Since the 2022 Election the Mayoral Taskforce has reconvened and agreed to continue advocating for the rights of people seeking asylum in the first 100-days of the newly formed Federal Government. During the June Australian Local Government Association (ALGA) National General Assembly, Mayors and Councillors from each of the Executive Councils introduced non-member Councils to the Mayoral Taskforce and Back Your Neighbour campaign.</p> <p>The Mayoral Taskforce now has 40 members with Newcastle City Council as the newest member to join.</p>	
Deliver exhibitions, performance events, and associated programs which celebrate the diversity of cultures within our community	Ongoing exhibitions and programs have been delivered at the Drum, Walker Street Gallery, at Libraries, and in other local public places. Delivery has been impacted by lockdowns and staffing vacancies across late 2021 - early 2022, however a continued program of innovative creative activity (including online, library Art Series and venue based) has offered a broad public program that celebrates our city's cultural diversity.	



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  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Deliver preventative health activities during NAIDOC and Reconciliation week activities	<p>Reconciliation week activities completed include:</p> <ul style="list-style-type: none"> - Support and participation in the regional Bay Mob Primary health care services event in partnership with Frankston Nairn Marr Djambana Gathering Place and regional primary healthy care service providers. - Oral health checks, immunisation checks, Maternal & Child Health checks - Dandenong & District Aborigines Co-Operative Tackling Indigenous Smoking referrals, hearing checks education and referrals made. <p>The New Directions Project will continue to participate in regional and internal working groups to support upcoming NAIDOC Community events in partnership with Frankston Nairn Marr Djambana Gathering Place and Casey Gathering Place.</p>	
Deliver the annual Children's Forum	The Children's Forum was held online with 140 students attending, giving them the opportunity to voice their opinions and ideas on how to make the City of Greater Dandenong more child and family friendly.	
Deliver the following major events (subject to COVID-19 permissions): - Spirit of SnowFest - Children's Festival and Little Day Out - New Year's Eve - Keysborough Big Picnic	The full program of Council's events program was delivered however some events were impacted by COVID-19. Springvale Snow Fest became a neon installation, and the Greater Dandenong Children's Festival, the Little Day Out and Greater Dandenong Carols were 100 per cent online events. Keysborough's Big Picnic saw a return to normal in person events.	
Support community led festivals and events which celebrate the diversity of cultures within our community	Many of the biggest events in the city were cancelled due to COVID-19, including the Springvale Lunar New Year (50,000 people), the Lions Summer Festival (8,000 people) and the September Latin Festival (15,000 people). Other major events such as the Tet Festival went online to a smaller audience than usual. Community led festivals and events have returned to close-to pre-COVID-19 levels in Q4.	




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  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Investigate and research the barriers to reporting racism and address these challenges	Greater Dandenong Council in partnership with Casey Council and Victoria University has worked towards addressing racism in the local area by running a number of community forums designed to let community members share their experiences with racism and explore ways in which racism could be addressed. To assist in this process a project survey was developed and its promotion continues. The project has progressed to the phase where Victoria University researchers are providing training to interested local community members who have volunteered to run their own anti-racism workshops which focus on empowering individuals to address racism.	
Deliver initiatives which support young people and families to feel safe and included in the community	Youth and Family services delivered a range of activities to build social cohesion, and support young people and families to feel safe and included: - Delivered a Racism and Discrimination Forum to capture young people's feedback for Victoria's new anti-racism strategy. - Facilitated the "Change Makers" program, supporting young people to produce an awareness campaign that challenges racial stereotypes. - Delivered a disability inclusion program in local schools. - Provided a variety of free and low-cost holiday activities for young people to connect with peers and the community. - Delivered a range of LGBTQIA+ activities, including Inclusive Practice Workshops and activities in schools and community settings. - Activated public spaces via a range of community workshops and events, engaging young people and families in prosocial activities. - Supported the participation of young people in a number of consultation opportunities, ensuring that young people's voices are included in decision-making processes. (Total 9,026 contacts) Youth Services also shared a range of social media posts to promote safety and inclusion, recognising key dates of acknowledgement, reaching a total of 38,132 contacts.	






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  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Promote social cohesion and harmony through significant days of celebration and advocacy	Over the past 12-months Greater Dandenong Council has delivered two community events specifically designed to celebrate the city's diversity and multiculturalism. The New Beginnings event was a welcome to new Afghan arrivals who had fled the recent turmoil in Afghanistan. The event sought to link newly arrived refugees with appropriate services and with the wider community. Refugee Week 2022 took place at Dandenong Library, celebrating the contributions that refugees have made through the arts, food and culture. Other ways in which Council sought to promote harmony and cohesion were through its anti-racism project, partnering with the City of Casey and Victoria University.	
Inform the community about gender equity issues and sources of assistance	Council's first Gender Equity Action Plan was prepared and submitted to the Commission for Equity in the Public Sector. A framework for preparing and reporting gender impact assessments has been developed and support has been provided to numerous business units in the conduct of this work. Videos about family violence and sources of assistance continue to be aired on Council's screens and information about the nature of family violence and sources of assistance is regularly being updated on the Council website. Throughout the year, research and data has been regularly updated and distributed to relevant Council business units, local agencies and partners in local government.	
Support community initiatives to advance gender equality, and report on related trends	Information concerning selected issues in gender equality, the State Government's prevention of family violence in sport guidelines, sport and family violence grant conditions, elder abuse, and the Victorian Local Government Family Violence second action plan, was prepared and distributed to relevant staff, local agencies and local government partners. Much of this information was used to inform the development of Council's first Gender Equity Action Plan. Classified information about constructive measures to address gender equality in fields of local government activity were prepared and shared with internal and local government stakeholders. The Red Cross Forced Marriage Project and South-East Monash Legal Service's 'Mothers Legal Help' projects were supported by Council.	






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  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Promote visibility of LGBTQIA+ communities through significant days of celebration and advocacy	Greater Dandenong Council has celebrated a number of days of significance for LGBTQIA+ communities, including IDAHOBIT Day (International Day Against Homophobia, Biphobia, Intersexism and Transphobia), Wear It Purple Day, and the St Kilda Pride March. These events, as well as the bimonthly Rainbow meetings, not only raise the visibility and awareness of LGBTQIA+ people and issues but also increase the organisation's LGBTQIA+ literacy. The LGBTQIA+ Working Group is now focusing on delivering a number of public facing activities and celebrations in coming months.	
Complete and launch the Dandenong New Art Gallery	Due to COVID-19, and other impacts, construction of the new gallery has been delayed. Anticipated completion has now been moved to 2023. Council is waiting on an updated construction program and timeline from the builders. Pre-planning of the exhibition program and operations is on track however the building completion dates are required in order to finalise.	
Deliver on the Library Service Needs and Feasibility Study to ensure local library service requirements are met into the future	Planning for the construction of the Keysborough South Community Hub continues. Library Services were awarded a grant to complete a Feasibility Study for a possible Noble Park Library Lounge, as part of the Noble Park Revitalisation Project, with a feasibility study to be completed in Q1 2022-23.	
Progress the Precinct Energy Plant Creative Industries Hub development	A draft business case to transform the Precinct Energy Plant (PEP) into a creative makers/production hub is in progress. Council has been successful in receiving two grants from Creative Victoria – one from the State Government valued at over \$950k. One grant is to improve accessibility and meet occupancy requirements to allow interim activations, while the other allows for design work to commence for the larger redevelopment of the arts precinct.	
Undertake a feasibility study for Civic Archive capacity expansion	A feasibility study for the Civic Archive capacity expansion has been included as an action in the Arts, Culture and Heritage Strategy 2022-26.	


 Delayed  Completed  Not Due To Start  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Deliver a vibrant, inclusive and high quality performing arts offering through the Drum that is celebrated for its role in arts development and engagement with our community	The Drum operated for 218 days in the past year and was closed for 106 days due to COVID-19 restrictions. 181 events and activities took place with an additional 122 cancellations and 55 postponements. 18,348 active visitors attended the 179 live activities comprising: 36 Drum programmed performances and events, 41 rehearsals and workshops, 11 commercial hires, 52 community agency, not-for-profit and school hires, 30 community uses and 10 Council activities. In addition, Rhonda Burchmore's Christmas show was livestreamed and unHOWsed was screened with a Live Q and A in August to an additional 198 views. In addition 4,408 artists and participants were involved in events and activities, through performances, workshops and Drum initiatives like Our Beat, Paradise Lots and Our Story.	
Deliver an accessible, inspiring and high quality visual arts offering through the Dandenong New Art exhibition and public program	Dandenong New Art is behind schedule due to construction delays, however the first year exhibition program has been finalised and the digital public art component planning is underway. Council was successful in receiving funding from VicHealth for further development of a child specific activity pack to encourage further engagement with the new gallery, arts and culture. Ongoing programming will occur at Walker St Gallery in the interim until the new gallery is complete.	
Develop and implement the Arts and Cultural Heritage Strategy 2022-25	The Arts Cultural and Heritage Strategy was endorsed by Council on 27 June 2022. Council's website has been updated and print copies are available from Council venues or on request. Action planning for the first year has commenced.	
Nurture and showcase local arts, creativity and innovation	Despite being impacted by COVID-19 lockdowns in 2021, Arts and Cultural Development and The Drum have delivered a range of opportunities for the local arts and creative communities to operate, run programs and participate in a variety of artforms.	
Record, protect, and promote local heritage including support of the historical societies and related groups	Heritage Services have provided a range of exhibitions online and in person, as well as commenced work on providing grant funded obligations. With the implementation of a Library Services specific social media platform, Heritage are able to increasingly feature aspects of the service and digitised content for community engagement.	

 Delayed  Completed  Not Due To Start  On track




4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Develop and implement the Library Services Strategy 2022-25	The Greater Dandenong Libraries Strategy 2022-26 was endorsed by Council on 27 June 2022. Council's website has been updated and print copies are available from Council venues or on request. Action planning for the first year has commenced.	

 Delayed
  Completed
  Not Due To Start
  On track






4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

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

Action	Annual Comment	Status
Advocate to the State Government to create a Local Government Task Force to address inconsistencies in the standards	This is an ongoing issue and Officers will continue to advocate for increased enforcement powers and resources to regulate rooming house operators, as this is considered to be the key to improving the standards of rooming houses within our city.	
Activate public spaces through public art initiatives; delivering, facilitating, maintaining and promoting public art in the city	While impacted by staffing vacancies and COVID-19 restrictions during the year, a range of art in public place programs, audit of current public art assets, and support of local community groups to investigate and support public art projects (including grants and advice) were completed.	
Construct Stage 1 of the Vanity Lane pedestrian link in central Dandenong	Contract documentation, detailing all aspects of civil and landscape design for the project is complete. Confirmation of the civil design approach is required as soon as the fire damaged building is demolished. This will ensure the public tender process proceeds with full confidence of the site conditions. Three interpretive signs celebrating the sites history have been developed in consultation with stakeholders and are ready for fabrication. An application for funding to Crime Prevention Victoria was submitted in Q3 seeking \$300k for CCTV and lighting however advice has been received that the application was unsuccessful. Construction hoarding and project signage has been designed. A short video about the project and the design features is completed and ready for social media.	



 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Create safer public spaces through applying Crime Prevention Through Environmental Design (CPTED) principles such as prompt removal of graffiti and litter, the use of targeted CCTV, and public lighting	Council received three grants from the State Government to improve safety, community engagement and social cohesion across key municipal hotspots. Planning and implementation has recommenced now that COVID-19 restrictions have lifted. Four community 'Culture, Safety and Your Place Mini-Bus Tours' and six 'Coffee with a Cop and Councillors' Pop-ups will be held in these hotspots, in central Dandenong, Dandenong West, and the Springvale Community Hub over July to September 2022. Council has also consulted further with the Dandenong West community on the replacement of trees on Hemmings and Weller Streets. A Precinct Community Action Group will also assist with public lighting and footpath audits in order to prioritise advocacy on key locational upgrades. Council has commenced installation of seven Safe City CCTV cameras in Boyd Lane and safety infrastructure in the Walker Street Car Park, whilst the installation of 34 cameras has been completed in the Springvale Community Hub's public spaces.	
Continue renewal of quality streetscapes such as Douglas Street, Noble Park and Railway Parade, Noble Park	All renewal projects have been completed.	
Implement and monitor the 10 Year Infrastructure Plan for Activity Centres	Project bids are complete for the 2022-23 financial year. The 10 year activity centre program has been reviewed to reflect future budget impacts associated with major projects. A presentation on the 10 year infrastructure plan has been prepared ready for sharing. Input was provided to service planning for CCTV investment in activity centres, road service management plans and the draft Lighting Strategy.	
Improve information and communications relating to parking in accordance with Council's Activity Centre Parking Precinct Action Plan	Council's website has been updated to include significantly more information regarding parking in activity centres, including Parking Precinct Action Plans. Information about upcoming parking projects (sensors and car park upgrades) has been distributed in Springvale.	
Facilitate the DV/Capital Alliance investment project in the Revitalising Central Dandenong Foster Street precinct	Development Victoria/Capital Alliance are progressing the master plan for the Foster Street precinct.	







 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Work in partnership with the State Government to facilitate the Noble Park Revitalisation project	<p>21 projects were funded by the Office of Suburban Development to the value of \$2.2 million including: Pedestrian Counters x five locations, Leonard Avenue and Buckley Street Concepts, Library Lounge Feasibility Study, Noble Park Community Centre Business Plan, Noble Park Community Centre Upgrades, Tree Planting Plan (up to 50 trees), Interpretive Signage Program x three, Seasonal Display Crates x five, Transformed - Temporary Public Art x three, Soccer Clinics, Youth Festival 2022, Yoga in the Park, and a Skateboarding Masterclass.</p> <p>Capital Program initiatives include the All Abilities Playground, Douglas Street Streetscape Upgrade, Frank Street Open Space Redevelopment, and Ian Street Redevelopment.</p> <p>Acquittal of the All Abilities Playground & Douglas St Streetscape; Copas Park, Public Hall and Mills Reserve Interpretive Signage; Seasonal Crate displays and all Youth and Recreational initiatives are complete. Two of the five temporary public art projects are complete.</p>	
Commence the Environmentally Sustainable Design 2.0 Planning Scheme Amendment	<p>Environmentally Sustainable Design 2.0 stage one research and gathering of evidence base has now been completed. Council's participation in stage two of the Elevating ESD Targets project was confirmed under delegation in May 2022. Officers are currently awaiting further instruction from DELWP relating to the amendment process, with this information expected to be received shortly. It is noted that currently 15 councils including Greater Dandenong have confirmed their participation in stage two.</p>	





 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Complete the Noble Park Activity Centre Structure Plan Planning Scheme Amendment	Council resolved on 24 May 2021 to seek authorisation from the Minister for Planning to exhibit the Noble Park Activity Centre Structure Plan Planning Scheme Amendment. Officers finalised the drafting of the amendment and provided DELWP with a draft copy of the documentation for comment prior to lodging a formal request for authorisation. Ministerial authorisation for exhibition was received early in the fourth quarter with the public exhibition component of the planning scheme amendment process undertaken during May and June 2022. A Council report detailing the submissions and the next steps in the planning scheme amendment process will be tabled in the first quarter of the 2022-23 year. This project has been delayed due to the time it has taken to receive authorisation from the Minister for Planning to proceed.	
Complete the Mills Reserve Precinct Plan and commence implementation in partnership with key stakeholders	The draft Precinct Master Plan is complete in preparation for community consultation. Stakeholder engagement is ongoing.	
Complete the stage 1 redevelopment of the Noble Park Aquatic Centre in accordance with the Greater Dandenong Aquatic Strategy	Construction of the NPAC Gym has continued to progress, but timelines for completion have been extended due to the delays associated with COVID-19 regulations, restrictions and reduced resources and the procurement/supply of materials.	
Continue to plan and advocate for the proposed Dandenong Sports and Events Centre, as south east Melbourne's home for elite sporting competitions, major events, concerts and community festivals	The draft Business Case is complete and currently being reviewed and finalised in collaboration with key stakeholders including Sport and Recreation Victoria. This includes a detailed investment and delivery case for the proposed Dandenong Sports and Events Centre.	
Continue to plan for the development of a new table tennis centre in Greater Dandenong in partnership with key stakeholders	The Greater Dandenong Table Tennis Centre Feasibility Study is now complete, following two rounds of community consultation, (including a public exhibition period in May). The report is scheduled to be presented to Council for review and endorsement in August.	
Deliver the Springvale Boulevard construction for Stage 1	Works are being finalised with some resurfacing of the widened road being undertaken.	






 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Design and deliver the new aquatic and wellbeing centre in Dandenong in partnership with key stakeholders and in accordance with the Greater Dandenong Aquatic Strategy	Detailed design is progressing and is expected to be completed late in 2022. Although external funding has not been secured, the change in government is favorable to this project securing external funding as a result of election promises. Procurement is expected to commence in early 2023 and construction is expected to commence later that year.	
Advocate for greater social and affordable housing through membership with the Regional Local Government Homelessness and Social Housing Charter group of Councils	Council has participated in the bi-monthly meetings of the Regional Local Government Homelessness and Social Housing Charter group of councils with the finalisation and distribution of the group's 2021 Final Report. This provides an update to CEOs and details the advocacy activities of the group in 2021. Among these are: working closely with the Municipal Association of Victoria (MAV) and Homes Victoria towards the timely delivery of a Compact that respects local government roles, strengths and needs; sharing research into localised need, service support system gaps and effective responses; and continued advocacy for additional homelessness rental funding support. In June Council hosted a Social and Affordable Housing Compact presentation by Homes Vic representatives and was part of the consultation on the Compact draft. Charter Councils also contributed to a draft joint submission to the Productivity Commission Review - National Housing and Homelessness Agreement.	
Provide assistance to housing associations seeking to develop social or affordable housing projects that support vulnerable CGD residents	Council in partnership with a local philanthropist and WAYSS have purchased of a block of land for construction of social housing for women and families affected by family violence. A Heads of Agreement document is complete with design and planning approvals being finalised. A Homes Victoria meeting has been scheduled to discuss a modular housing concept proposal to engage private sector investors to assist in increasing the supply of affordable housing in the Greater Dandenong municipality.	
Implement the Dandenong Visitor Attraction Plan	Council has been promoting and marketing Greater Dandenong's great assets and why people should visit the region and continues to identify the best mediums of communication, eg. print, social media, digital, etc.	








 Delayed  Completed  Not Due To Start  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Implement the Greater Dandenong Regional Food Strategy	The draft Food Strategy is currently being finalised and this will identify the gaps that the industry is facing. The Economic Development Unit (EDU) has a strong connection in this industry and continues to promote themselves as a conduit between all levels of government to further support food manufacturers and processors in their individual agendas.	
Implement the Tourism Strategy and updated Action Plan 2020-24	Council continues to undertake actions which promote the region and the fabulous assets within the Greater Dandenong municipality.	
Advocate for a major upgrade to Dandenong Station	The State Government has funded an investigation to improve accessibility and safety at Dandenong station. Council officers have also been involved in a workshop looking at Dandenong station with a consultant for the State Government.	
Advocate for and deliver improved active transport networks	<p>The following projects have been completed:</p> <ul style="list-style-type: none"> - Hammond Road SUP between Kirkham Rd and Dalgety St - Report for options on how to deliver a strategic cycling corridor between Noble Park activity centre and Parkmore Shopping centre <p>Works/designs which have commenced and are being carried over to the new financial year include:</p> <ul style="list-style-type: none"> - Upgrade of Dandenong Creek trail at Clow St by widening path on bridge over creek. - Sealing of Dandenong Creek trail between Morwell Ave and East Link trail. - Design for wombat crossing upgrade at Lindsey William Crossing, Springvale. - Chandler Rd SUP between Dandenong Bypass and Cabinda Drive. 	
Advocate for new and enhanced public transport services	Advocacy continues and Council is working with the Eastern Transport Coalition to engage with the Department of Transport on how the Victorian Bus Plan will be delivered.	







 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Advocate for Victorian State's priority arterial projects including the Dandenong Bypass Extension, Cranbourne - Dandenong Shared User Path, Glasscocks Road duplication and Dandenong South East-West Link and Bangholme Road Bridge	It has been a very productive year with regards to advocating for the high priority transport network projects. Advocacy documents have been prepared on numerous projects and shared with relevant stakeholders, including Greater South East Melbourne (GSEM), the Department of Transport (DoT) and State MPs for use as advocacy tools and in future budget bids.	
Expand the use of streets for uses other than through-movement	The Street Party/Play initiative has been launched as part of the 1000 Play Streets movement. Further promotion of the initiative is to be undertaken in the next financial year.	
Finalise a Multi Modal Transport Infrastructure Plan for the Activity Centres and NEIC	Draft reports and content have largely been prepared in previous years. The outstanding item remains Department of Transport confirmation of Movement and Place classifications that are critical to the documents.	
Implement the Active Transport Infrastructure Priority program improving pedestrian and cycling infrastructure	The following projects have been completed: - Hammond Road SUP between Kirkham Rd and Dalgety St - Report for options on how to deliver a strategic cycling corridor between Noble Park activity centre and Parkmore Shopping centre	
Improve access to, from, and within major Activity Centres, including the extension of the Djerring Trail to the Dandenong Activity Centre	Multi-modal plans for Dandenong, Springvale and Noble Park have been drafted. A Transport Accident Commission (TAC) analysis grant has been obtained to improve cycling access between Noble Park activity centre and Parkmore shopping centre. The Springvale Rd and Virginia St signalisation has been completed.	
Maintain performance in management of heavy vehicle permits and freight networks	Heavy vehicles applications were managed via the NHVR portal. A total of 951 applications were processed this financial year.	
Roll-out a high priority local road program within Dandenong South, including the Dandenong South Industrial Area Extension Structure Plan's Transport Network, and Abbots Road widening and associated infrastructure	Works on stage 1 of the Abbots Road widening project (between Remington Dr and National Dr) continue to progress, with most of the works requiring long term road closures already complete. Current estimates are for the project to be completed early in Q2 of the 2022-23 financial year. The Pound Rd/Remington Dr overpass is also progressing. This project is being led by Major Road Projects Victoria (MRPV) with construction of the bridge anticipated to commence later this year and be completed in 2023.	


 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Review the Municipal Early Years Infrastructure Plan	The Municipal Early Years Infrastructure Plan has been updated to reflect the most recent Australian Early Development Census data and the most recent population forecasts to ensure adequate infrastructure is planned for the future. One new development project opened at Keysborough Primary Kindergarten at the start of 2022, a second is planned and under construction at Rosewood Downs Primary School, due to open in 2023. Concept planning and consultation has been completed on the Dandenong Community Hub. Keysborough South Community Hub planning has been finalised and due to start construction, opening in 2024.	
Advocate for enforcement and deliver infrastructure and education to reduce the number of fatalities on local roads	Council has consistently reported anti-social driving issues in known areas and advocated to Victoria Police for law enforcement. For road infrastructure projects this financial year, Council has delivered three blackspot projects.	
Advocate for safety improvements on and across arterial roads	Springvale Road/Virginia Street signals are complete. Work is now underway to finalise plans for Stud Road/McFees Road signals (unfunded but now suitable for Victorian Budget construction funding). Advocacy is ongoing for other locations including Jacksons Road, Kirkham Road, Heatherton Road roundabout etc.	
Develop a child restraint safety checking activity	Funding for the continuation of this project has now ceased.	
Develop a new Road Safety Strategy	A background report has been drafted and early stakeholder engagement has been undertaken. Community consultation and finalisation of the new Road Safety Strategy are on track for completion in the second half of 2022.	
Promote road safety success stories and road safety awareness to manage perceived road safety risks	Council's VMS (Visual Message Signs) were utilised throughout the financial year to create road safety awareness via electronic messages along local roads. Early in the year Council assisted TAC with their VMS Road Safety program. A number of road safety articles were published in Council's Greater Dandenong News to educate the public.	

 Delayed
  Completed
  Not Due To Start
  On track







4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Provide ongoing funds for road safety treatments to address priority locations, where the greatest road safety risks are identified	Council is in the process of undertaking designs and commencing delivery for projects funded via the 2021-22 Federal Blackspot program. The Active Transport Infrastructure Program has commenced delivery of high priority projects and identification of locations for the 2023-24 Blackspot program has been completed and scoping for solutions to develop applications has commenced.	

Delayed Completed Not Due To Start On track






4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

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

Action	Annual Comment	Status
Develop the Greater Dandenong Climate Change Community Engagement and Mobilisation Plan	This has been a difficult year for the development of a bottom-up, grassroots plan and COVID-19 lockdowns prevented meaningful engagement for several months resulting in delays. Nonetheless the foundation of the plan has now been developed and will be further fleshed out in the coming six months for delivery to Council at the end of the 2022 calendar year.	
Work with partners and key stakeholders to support increased community awareness of climate change risks and their ability to respond	This action continues to be delivered through events such as the 2022 Sustainability Festival held on Saturday 9 April, a student environment leader summit held in partnership with CERES on Tuesday 5 April, and the Disability and Climate Change Libraries After Dark session held in May 2022.	
Implement the Climate Emergency Strategy and climate emergency declaration	Key achievements include the 2022 Sustainability Festival, commencement of stage two of the CASBE Elevating ESD Targets planning scheme amendment, completion of the Municipal Health and Wellbeing Scan, and development of staff climate change induction training to be rolled out in 2022-23.	
Implement the Sustainability Strategy	Progressive implementation of the Sustainability Strategy continues. Key highlights include delivery of stormwater management training through a Melbourne Water grant, the 6 Star Green Star certification of the Springvale Community Hub, delivery of the South East Councils Climate Change Alliance (SECCA) small business energy savers program which reached approximately 140 businesses across Greater Dandenong, and a Disability and Climate Change Libraries After Dark session which is fully accessible and available on Council's website for broader distribution.	
Implement the Sustainable Buildings Policy for new buildings	The Sustainable Buildings Policy is actively being used to inform the design and construction of new buildings.	
Undertake the Forever Fest (Sustainability Festival)	The 2022 Sustainability Festival was successfully delivered in April 2022. Over 1,500 people attended the various activities held over multiple days. A review is now underway to assess the effectiveness and develop learnings for the 2023 festival.	

 Delayed  Completed  Not Due To Start  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Finalise development of and implement the Biodiversity Action Plan	Final content updates, guided from feedback and comments provided during the community consultation in 2021, have now been incorporated into the document. A draft EMT/CBS presentation briefing note is in progress and a booking to present and brief EMT/Councillors is currently being secured. Vacancies, resource allocation and competing workload pressures such as storm responses, regulator audits, and COVID-19 impacts within the Parks Team has caused some delays throughout 2022.	
Advocate to the EPA to undertake regular air and water quality assessments to protect the health of our community	This action is complete and does contain a number of actions to be undertaken by officers in partnership with the EPA over the coming months. These actions will see a positive increase in identifying odour issues and taking action on those business that are causing detrimental effects on the air quality of our city.	
Audit the industrial and commercial areas with a focus on hazardous materials and waste storage identification and elimination	The employment of two High Risk Waste Site Officers has had a huge impact resulting in excellent results on behalf of our community. The hard work from these officers, associated with the Planning Compliance and Building departments, has resulted in achieving this Strategic Objective. Our priority is to continue this good work with our State Government partners into the future.	
Complete the Open Space Contributions Plan	Council adopted the Open Space Contributions Plan at the 25 October 2021 Council meeting. As such, this action has been completed. Officers have now moved to the next stage of this and are now finalising the planning scheme amendment (C228) to incorporate this plan into the planning scheme. The amendment has been exhibited, with no submissions received. A report to Council on 27 June 2022 states it is now considered appropriate for Council to adopt the amendment and refer it to the Minister for Planning for approval. This is anticipated to occur in the first quarter of 2022-23.	
Continue development and implementation of improvements to open space reserves such as Ross Reserve, Frederick Wachter Reserve, Greaves Reserve and the program of park projects in the adopted budget	All of the open space projects are now complete or well underway at various stages of implementation. 75 per cent of the overall projects for this year have been completed. A number of projects were grant funded and are not due for completion until later in the 2022 calendar year or are multi-year projects. COVID-19 related illness and supply chain problems have had a significant impact on the delivery of the portfolio of open space projects in the current financial year.	



 Delayed  Completed  Not Due To Start  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Implement the Open Space Strategy	<p>The implementation of the Greater Dandenong Open Space Strategy 2020-30 continues to support Council's approach to strategies and the implementation of a range of open space projects.</p> <p>Highlights include: completion of the new 77 Herbert Street pocket park, Dandenong; a new nature play area at Alan Corrigan Reserve; Tithatuan Park's new multi-purpose court and improvements at Browns Reserve. The Playground Action Plan continued to be implemented with the completion of Hennessy Reserve and Sandra Reserve local playgrounds.</p> <p>Construction commenced on the Frederick Wachter Reserve district playground, the Noble Park Reserve neighbourhood playground, the local playgrounds at Turner, JB Sheen and Parkfield Reserves and the park improvements at Glendale Reserve.</p> <p>Construction was also completed for the new public toilets at Westwood Boulevard, Pencil Park and Norine Cox Reserve.</p> <p>The contract has been awarded for the new 2A Frank Street Open Space Redevelopment in the Noble Park Activity Centre. Community consultation was completed for the draft Greaves Reserve master plan.</p>	
Implement year four of the Greening Our City: Urban Tree Strategy 2018-28	<p>Year four objectives and supporting actions are complete. Other actions include:</p> <ul style="list-style-type: none"> - The 2022 planting program is underway with over 1,900 trees scheduled to be planted - The Electric Lines Clearance Management Plan has been revised in line with ESV comments and regulations and now uploaded to Council's website - the opportunistic removal of undesirable and low useful life expectancy street trees - the annual inspection program is complete and associated works are in progress - updates and improvements to Council's tree inventory including targeted park tree inventory work are ongoing. 	
Finalise and adopt the Urban Forest Strategy and commence implementation of the Action Plan	The Urban Forest Strategy 2021-28 was adopted by Council at its meeting on 27 September 2021. Work is now underway to implement the Action Plan.	

Delayed
 Completed
 Not Due To Start
 On track






4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
In partnership with the Metropolitan Waste Resource and Recovery Group participate in the procurement for advanced waste processing services and recycling receiptal and sort services	<p>This was presented to Council on April 26 2022. Council elected not to continue with the SEMAWP at this stage as there were a number of questions put forward at the time that could not be answered. As yet Council have not received any answers to the questions put forward.</p> <p>Council will continue to investigate other opportunities for advanced waste processing to divert waste from landfill.</p>	
Develop and deliver an annual waste education program inclusive of litter prevention	<p>Highlights include:</p> <ul style="list-style-type: none"> - managing a popular, engaging stall at Sustainability Festival and Dandenong Creek Festival, as well as recommending school incursion sessions since the easing of COVID-19 restrictions - introduction of the Community Waste Education Officer, providing new programs and initiatives for dumped rubbish and litter prevention - increased participation in Clean Up Australia Day and other community clean-up activities - increased litter, dumped rubbish and waste minimisation education presence on social media and in the Greater Dandenong City News. 	

 Delayed
  Completed
  Not Due To Start
  On track




4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

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

Action	Annual Comment	Status
Develop a campaign to encourage private sector businesses and government agencies to relocate to central Dandenong	The Draft Innovative Investment Attraction Study has been completed. Recommendations to attract business and development investment to support the economic growth and stability of central Dandenong are being considered, with the intent to implement selected recommendations in the 2022-23 financial year.	
In partnership with GSEM pursue policy changes at both State and Federal Government levels to locate government tenants in the Greater South East Melbourne region	Council continues to partner with Greater South East Melbourne to advocate for jobs, infrastructure and investment to enhance liveability, sustainability and wellbeing outcomes for the southeast region.	
Facilitate Playgroup Training Vocational Pathways for local community members	The playgroup leader training supported 35 playgroup leaders and volunteers throughout the year, many sought employment in playgroups and other career pathways. The program strengthened referrals pathways for families and provided mentoring support to new playgroup leaders.	
In partnership with Chisholm TAFE host traineeships for local job seekers studying in Aged and Community Care	In partnership with Chisholm TAFE, a successful 12 month traineeship program in Certificate III Individual Support (Ageing Home and Community) was undertaken in response to a nationwide shortage of trained aged care workers. The trainees were employed by Council and received on the job training in our In Home Support Program together with course work run by Chisholm TAFE. At the end of the 12 month traineeship, 17 graduates were offered employment contracts with Council. This employment initiative also aligns with Council's first Workforce Plan to provide opportunities for training and work for our local community.	
Support community initiatives that improve job readiness for community members at risk of poverty	Ongoing referrals were made by Council's Community Development Support Officer to funded employment programs and direct employer contacts. Regular communication and continued sharing of job opportunities occurs with Chisholm Skills and Jobs Centre with referral opportunities into their job readiness program being distributed. Ongoing input is had into Council's Community Revitalisation work and development of the Anti-poverty Strategy.	




 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Through a collaborative co-design process, deliver an action plan to guide the next phase of the Community Revitalisation project and strengthen pathways to economic participation	Throughout the year, Community Revitalisation #2 has participated - and on occasions, hosted - the quarterly Community of Practice forums conducted by DJPR. One of these introduced the five sites to the project partners for this new Strategic Phase of CR with an intensive activity designed to create a community-owned agenda for change to the employment system over the next four years. Foundation - and continuing - work with Collaboration for Impact has helped develop a framework for change, collateral has been designed and this work (an initiative called GameChange) is completing the consultation and engagement phase with local stakeholders which will inform the vision and action plan to achieve the community-owned agenda over the coming period. To capture this progress, a Measurement, Evaluation and Learning (MEL) person has also been appointed in line with the contracts. The work of the CR sites is strongly supported by DJPR who work closely with Council and advocate for this place-based reform across government – including at the Federal level.	
Deliver key events that showcase women in business including International Women's Day	This year has traversed face-to-face and on-line scenarios successfully with three well-attended Showcasing Women in Business events held throughout the year. The popular Dr Louise Mahler talked about 'Speaking Words of Wisdom'; Debra Lawrence facilitated a Communications Masterclass and the inspirational Claire Bowditch encouraged the audience to find their confidence and 'Tame their Inner Critic' in November. International Women's Day was celebrated on 10 March with guest Felicity Furey, a young STEM advocate and a leader with an 'ordinary' success story, who captivated the 80+ strong audience at this first face-to-face Showcasing Event in two years.	
Facilitate the SEBN Women in Business group network	The theme for 2021 was 'Time to Share (Connection)'; In the Loop (Communication); Go for Gold (Confidence) and Out of the Box (Courage/Creativity/Entrepreneurship) with all sessions held focussing on one of these topics. In 2022, following a review, this theme has continued but with an added emphasis on local leaders. Leadership remains a key topic of interest for participants, with 'Leading Above and Below the Line' being the most popular event of the year. Highlights included 'Online' Masterclass; Conscious Leadership; Using Digital Technologies, and 'Unblinkered' - barriers to creativity and innovation'.	




 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Facilitate and deliver the fundraising event "Take a Swing for Charity Golf Day" with industry partners	This year's 13th Take a Swing for Charity Golf Day again raised in excess of \$40,000 for Wellsprings for Women. This special CGD-Industry partnership is a day that brings together great player teams, a great golf course and great outcomes for all - Council, sponsors, players and of course the recipient charity. This year saw one of the sponsor's players hitting a hole-in-one and winning a car from Booran Motors - creating a significant promotion for all and providing a great boost for forthcoming events. Take a Swing would not be possible without the industry sponsors - or the companies that hold the date in their calendars year after year and is a very special event.	
Host the 'This is IT' Schools program	This year more than 460 used laptops have been donated by a diverse range of companies and organisations. A recent survey of local schools identified a need for 320 new laptops. Seventy have been distributed to local students since January, with additional ways of repurposing/installing new programs and enabling a faster distribution rate to meet the needs of students being explored. The group is also developing a more extensive marketing campaign to promote the 'This is IT' Schools project to attract additional laptops to be donated.	
In partnership with SELLEN host the key education industry 'Lunch with the Winners'	'Lunch with the Winners' has been a highlight of the region's secondary schools' calendar for more than 15 years. Due to the COVID-19 restrictions, the 2021 event in September was again delivered in a virtual environment - a factor which did impact the attendance (approximately 75) as general fatigue in screen-based activities was evidence in this sixth lockdown period. On a high note, the theme for this year on the future opportunities within the space and aerospace industries, trades and entrepreneurship were most popular. Of equal interest to the students attending was the many and varied pathways to achieving career goals demonstrated by the young speakers (our 'winners'). This is a successful event due to the strong partnership between SEBN and SELLEN.	



 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Deliver a range of networks, common interest groups and targeted activities that have relevance and impact for local manufacturers	Whilst the first half of the year focussed on managing the impact of COVID-19 from both a management perspective and an operational perspective, the latter half of the year has been addressing additional and continuing issues of supply chain management, people resources and managing increasing costs - collectively taking some businesses to breaking point. New legislation in place also has an impact and as a consequence, the relationships and connectedness to others that SEEN offers is an important service to support businesses find new ways of managing - and leading - in today's environment. Leadership Insights; Unlocking Opportunities; Alignment across your Business; Linking Systems Holistically; Achieving On Time in Full and Psycho-Social Health are some of the topics addressed.	
Develop activities and events that offer exposure to local and international opportunities and new thinking on global issues and trends including COVID-19	The impact of local and global supply streams; opportunities in a carbon-constrained world; and raising awareness on the new 'alliance' between Australia, India and Japan have all been addressed this year. In addition, the changes and impacts on the local and global economy were also addressed in the 'More than an Economic Update' event with the NAB. The year wrapped up with a deep dive into the Future of Employment in Australia and how mindsets need to shift in order to manage the diminishing people resource in a competitive environment.	
Deliver leadership and skill development programs for young people	Youth and Family Services delivered a range of leadership programs and activities including the Noble Park Youth Committee, Holiday Activities Committee, FReeZA, Change Makers and Young Leaders programs. Youth and Family Services also delivered a variety of programs and activities to support young people's skill development, such as: - The Happiness Project and Kickstart program, equipping young people with strategies to thrive during their transition to secondary school. - Our Story theatre performance program. - Martial Arts Therapy program, building young people's resilience and emotional regulation. - "On the Money" financial literacy workshops. - "COVID Safe Behaviours Project", providing young people with opportunities to gain experience in content creation, designing messaging to promote health and safety during the pandemic. - Sports activities, including the IntroSwim program, soccer clinics and skateboarding workshops. (Total 2,297 contacts)	




 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Maintain support, collaboration and board participation of SEMMA	<p>Council has participated throughout the year in a range of activities with SEMMA as both an Executive and Board Member of the organisation, including providing input to various papers and submissions advocating for the manufacturing sector to government. Council has also worked collaboratively across a number of issues including employment, supporting the welding project, together with being part of the steering group of Monash Business School on their Circular Economy project. Different companies have been brought together bringing different perspectives to this and other sustainability and waste initiatives.</p> <p>SEMMA is also on Council's Greater Dandenong Regional Employment Taskforce and are a member of both the Design Working Group and the Engagement Working Group for the Community Revitalisation 'GameChange' initiative.</p>	
Support and encourage sharing of successes and best practice, delivering key events to the manufacturing sector, including the Christmas Industry Breakfast	<p>SEBN has promoted and shared ideas and good practice from its various network groups and presentations via the SEBN eNews and through Talking Business. These have included successes, business expansion, new products and new ways of doing business. The collaborative approach of many of the municipality's manufacturers and others and the benefit to the community has been promoted through projects such as 'This is IT' Schools - providing used lap-tops to secondary school students, the Take a Swing for Charity golf day and the industry videos for promotion to jobseekers. Key events supporting the manufacturing sector have included the annual economic update, Dr Keith Suter on global issues; Christmas Industry event 'Pressure Proofing' and the Future of Employment in Australia - all designed to encourage good practice and support the earnings of the manufacturing sector, to maintain employment and the economic stability it brings.</p>	



 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Deliver initiatives which provide opportunities for young people to gain skills and experience that enhance their employment	<p>Youth and Family Services delivered a number of initiatives to build young people's work readiness and job searching skills, including an Employment Bootcamp event and a series of workshops designed to enhance young people's resume writing and interviewing techniques, and facilitate connections between young people and local employment support services. Youth Services also supported a number of careers events in schools.</p> <p>The FReeZA Committee planned and delivered a series of "Inquisitive Minds" workshops which engaged industry experts to facilitate training for young people on the topics of social media, building your brand, communication skills and 'selling yourself'. The 2021 Young Leaders also conducted a benchmarking project and produced a summary report which highlights key gaps and recommendations to enhance career guidance and support in secondary schools.</p> <p>These activities engaged 1,683 contacts. In addition, a number of social media posts were shared on the Youth Services Facebook and Instagram pages, promoting a range of employment tips (12 posts, 3,240 contacts).</p>	
Deliver welcoming library services and increase engagement opportunities to enhance learning, reading and literacy, digital and technology skills at all life stages	The library has maintained partnerships with business, education and employment service providers. The language and literacy service has delivered ongoing employment and education support services and referral pathways in various formats due to COVID-19 implications. All programming in person recommended by the end of the 2021-22 financial year and libraries have been an active part in state wide library initiatives.	
Drive the ongoing implementation of the Local Economic and Employment Development Strategy	EDU has continued to support businesses through various programs and facilitating connections.	





 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Manage and chair the Greater Dandenong Regional Employment Taskforce and associated projects	The Taskforce has been heavily involved in the strategic direction of Community Revitalisation particularly in shaping the GameChange initiative designed to 'shape a new employment strategy' for the region. Various members have participated in working groups and have leveraged their individual and collective 'weight' to encourage participation and 'buy in' from partners, providers and jobseekers, etc. Members are also participating in activities and programs on offer, including 'Collaboration for Impact', Clear Horizon, and Governance training - offered via DJPR as part of the Taskforce governance over the CR program. The Taskforce has been the 'glue' for the CR program, with all members bringing their expertise to the table for the overall good of the community. The aim has always been to have a better 'match' of jobseekers to employer needs.	
Manage and implement the Community Revitalisation and One Per Cent projects to develop the capability and capacity of jobseekers in our community facing multiple complex barriers to employment	June 2022 sees the first CR contract, running for the past four years, coming to a close, with a final report and finance acquittal complete. The program has continued throughout the year to deliver a range of activities including Jobs Campaigns and Career Counselling and Employment Readiness Scale for individuals. A number of key projects have been delivered and presentations have been made to external organisations, together with updates with local members. The program has influenced government policy with job advocates and counsellors being provided across the state, together with a much stronger focus on place-based, wrap-around services. Council recently participated in a video for DJPR to use internally to promote CR and this site has been recognised as a leader in business and industry connections. This program now transitions into CR#2 - SPEP which is charged with adopting a strategic approach to improving the employment landscape for all.	



 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Support local creative industry development	<p>A draft business case for the former Precinct Energy Plant (PEP) as a creative makers/production hub is in progress. Council has been successful in receiving two grants from Creative Victoria - State Government valued at over \$950k. One is to improve accessibility and meet occupancy requirements to allow interim activations, while the other allows for design work to commence for the larger redevelopment of the arts precinct.</p> <p>The Drum: Our Beat is growing and In Situ was delivered in partnership with Multicultural Arts Victoria and led by local creatives. Performances and participation by young people is steadily growing with Masquerade Youth Arts performing the Australian premiere of Disney's Newsies, as well as group devised works (Paradise Lots and Our Story) by and about the lives of our young people.</p>	
Through library services facilitate and champion activities and partnerships that support the community to participate in work, entrepreneurship, education, training, social and civic life	<p>Business, digital literacy, learning help for adults, Citizenship, Conversation buddies, DandReaders, Coffee Club and ABS Census sessions were delivered. COVID-19 restrictions applied to all in-house program delivery at some stage over this period, so alternate program delivery was conducted as appropriate. All partnerships were maintained during this financial year.</p>	
Continue to build on the Greater Dandenong Business Local Economic and Employment Development Strategy programs to help encourage and promote the benefits to businesses across CGD in taking action to prepare for the impacts of climate change and moves towards Net Zero Carbon operations	EDU has promoted sustainability programs and initiatives to the business community throughout the year. Various programs including the Small Business Energy Saver Program have been successfully taken up by businesses.	
Facilitate and promote the Aspire platform to engage business through SEBN networks and other sustainability activities	The Aspire platform has been updated and improved over the past year and the resource contract now in place will enable a broader range of businesses to be assisted. Aspire has delivered a number of activities for companies to attend which have been promoted by both SEBN and the EDU who are working collaboratively to target and promote the benefits and features of the platform. This work will also be factored into the overall Waste and Sustainability activities - including the Circular Economy over the coming year.	

 Delayed
  Completed
  Not Due To Start
  On track







4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Strengthen capability and increase awareness of new technologies and opportunities around waste and energy	Throughout the year, a diverse range of activities has been delivered and a Waste Network was commenced however then put on hold while Council worked with external organisations to deliver their projects, eg Monash Business School on the Circular Economy. SEBN has worked collaboratively across the organisation to deliver the most effective way to raise awareness on climate change, resources, waste and all areas of sustainability with local industry. This is particularly challenging in a time when business is already faced with rising costs, insufficient people resources and supply chain issues. It is critical that Council hones the delivery of activities to be efficient, effective and meaningful in order to get increased participation and encourage companies to embed good practice. A new program will be rolled out before the end of 2022.	
Support local business efforts to respond to their climate change risks by informing them of relevant State and Federal Government policies and programs	EDU has continued to promote relevant government programs to businesses to inform them of relevant climate change information.	

 Delayed
  Completed
  Not Due To Start
  On track









4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

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

Action	Annual Comment	Status
Continue to work with agencies on COVID-19 response and recovery efforts	Council is still working closely with the Department of Health, Department of Families, Fairness and Housing and Monash Health in the ongoing response to the COVID-19 pandemic. Council's outreach and engagement programs have been very successful by supporting thousands of Greater Dandenong residents and businesses.	
Develop an Investment Attraction prospectus, with a particular emphasis on our Activity Centres	The Innovation Investment Attraction study has been completed and has provided an action plan for implementation in 2022-23.	
Complete key capital works across the city	Most of the program has been delivered on time with some multi year projects continuing into the new year.	
Develop a ten year asset plan	The Asset Plan was endorsed by council on 27 June 2022.	
Seek State Government funding to assist with educating businesses and community groups on COVID Safe practices	Council was successful in receiving funding to support with education businesses and community groups on COVID Safe practices. The funding allowed the public health unit to employ three dedicated staff for the program that developed resources to help educate and undertake extensive face-to-face engagement with the community. This funding made it possible for the public health unit to respond quickly and effectively to communicate to business and community groups the constantly changing information, as they navigated themselves through the pandemic.	
Upon successful receipt of funding, implement a program to provide COVID Safe education across all businesses within Greater Dandenong	The program was successfully delivered and concluded in early 2022. A total of 2,000 visits were conducted at businesses, where 80 per cent were compliant on completion of the program. The COVID-19 Officers worked closely with other agencies including DJPR which resulted in a multi agency approach that targeted the main shopping centres. An additional 3,000 CALD engagements were conducted at the Dandenong Market and 139,577 indirect engagements that involved Enliven and the Bicultural Worker Network. Educational information was delivered across a range of platforms from online webinars, Council and community newsletters, through to targeted mailouts and emails.	





 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Complete a Workforce Management Plan and other workforce requirements under the Local Government Act 2020	The Workforce Plan has been endorsed by EMT and the full version distributed to leaders. The review of the plan will remain iterative and via consultation with all Directorate leadership groups.	
Coordinate and conduct four Municipal Emergency Management Planning Committee (MEMPC) meetings with key stakeholders and agencies	The Emergency Management Legislation Amendment Act (2018) resulted in changes to the structure, membership and planning arrangements for Municipal and Regional Emergency Management Planning Committees. Council has exceeded its obligations and is chairing a Risk and Intelligence Sharing working group, a Storm/Flood plan working group and a Heat/Health working group. These groups are reviewing the current plans for these events.	
Implement, monitor and review progress on mitigation strategies to risks identified via the Community Emergency Risk Assessment (CERA) - Heat/Health, Floods and Storms, and Pandemic	Emergency response sub plans for Storms and Floods in Greater Dandenong are nearing completion with the assistance of VICSES. Internal response arrangements have been improved with lessons learned from the June, October and November 2021 storm events. A closer collaboration and working relationship with the local volunteer VICSES unit is also benefiting the community.	
Comply with the auditing requirements of the Gender Equality Act 2020	Council met the legislative timeframes to submit its gender audit and Gender Equality Action Plan (GEAP). The Commission for Gender Equality in the Public Sector determined Council's GEAP is compliant with the GE Act. Council has been working on the GEAP strategies.	
Continue to embed consideration of climate change into Council's policies and decision making processes	Key achievements in 2021-22 include Council's incorporation of a climate change section into the council report template, embedding climate change into the Annual Plan 2022-23 and adoption of the CIP climate self-assessment tool (which won an innovation award from the Climate Council).	
Develop an organisation-wide Conflict of Interest framework and policy	This action has been delayed and will roll over to 2022-23.	
Update the Legislative Compliance program across the organisation	This action has not commenced and is subject to resourcing and prioritising requirements.	
Develop and deliver a communications program to enhance the digital literacy of staff, the community and stakeholders	With the installation of internal screens and new systems in place for internal communications, there is now momentum moving forward to continue to grow and improve Council's digital capabilities.	


 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Strengthen Council's digital governance through a continuous improvement program to ensure digital solutions meet the business needs of Council	The Customer Dashboard is nearing stage one completion with background work to implement Single Sign On, Integration API's with source systems and website development nearing completion. The next quarter will see the Go-Live of the portal and plans put in place for ongoing enhancements	
Increase awareness of, availability and capability around modern and smart technologies	The data being captured by the parking sensors within central Dandenong continues to build a valuable data base identifying how parking is utilised across the area. This data helps to inform decisions regarding alterations to parking throughout the activity centre. Whilst there were supply chain issues with the vendor to obtain all the components required for the installation of sensors within the Springvale activity centre, Council plans to complete this project shortly after the Springvale Boulevard works are completed, which will further add to the data available to address parking concerns throughout the municipality.	
Implement a people-centred approach to how safety is managed across the organisation	The APHIRM Project (A Participative Hazard Identification and Risk Management toolkit) will continue onto other high risk departments in regards to manual handling/musculoskeletal injuries. Risk Assessments for psychosocial hazards will also be conducted following the introduction of the Psychological Health Regulations in July 2022.	
Continue to integrate recognition of climate change into Council's financial and budget process	This is being progressively implemented through Council's procurement policies and Capital Improvement Program bidding process, with further work to be undertaken in 2022-23. Actions include: - A new Self-Assessment Climate Change Tool has been developed for the Capital Improvement Project bid process within Council. This tool requires all bids to outline how the project addresses sustainability and contributes to net zero carbon emissions along -with its alignment with the 10 themes of Council's Sustainability Strategy. - Further work integrating climate change into the operational initiative process has been progressed.	





 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Increase Council's awareness and understanding of a changing climate's impacts on its assets, operations and finances	<p>The asset climate change vulnerability assessments conducted in partnership with the South East Councils Climate Change Alliance (SECCCA) concluded at the end of 2021. The project assessed how climate change impacts on expenditure and budgeting associated with council assets using several site-specific case studies across the region. Additional funding has been secured from the state government to roll-out an expansion of this project to interested businesses in the SECCCA region in 2022.</p> <p>During the financial year the following work was undertaken:</p> <ul style="list-style-type: none"> - Progression of the Open Space Vulnerability assessment to assess and understand the vulnerability of open space in Greater Dandenong to climate change. - Roll-out of adaptive capacity assessments across various Council teams to assess their ability to continue to deliver their services in extreme weather events, as well as gaps in planning for climate resilience. - Partnership with Stonnington Council to develop a Climate Change Induction Training module. - Grant application to the National Partnership Agreement for Disaster Risk Reduction to strengthen the response to climate change across Council's Emergency Management procedures. - Level two energy audits and climate change vulnerability assessments were conducted on a number of Council assets. 	


 Delayed
  Completed
  Not Due To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Review Council's Long Term Financial Plan	<p>As part of its legislative requirements under the Local Government Act 2020, a Council must prepare and adopt a Financial Plan for a period of at least the next 10 financial years after a general election in accordance with its deliberative engagement practices and adopt the Financial Plan by 31 October in the year following a general election. Council complied with this requirement in 2021.</p> <p>In the intervening years, Council undertakes an annual update of the Long-Term Financial Plan (LTFP) which was subject to community consultation during May 2022 in accordance with Council's Community Engagement Policy. Council subsequently adopted the update of the 10 year financial plan on 27 June 2022.</p> <p>The current economic environment, inflationary pressures and the longer-term impact of COVID-19 on our community and on our operations is still uncertain. As such we recognise Council's proposed financial direction for future years may require changes.</p>	
Strengthen governance capacity of Council grant and funding partners	<p>The Good Governance Framework has been developed through internal and community consultations, benchmarking and reviewing best practice literature and guidelines. The Framework is scheduled to be shared with stakeholders in July. Roll-out of the framework is scheduled to be phased-in during 2022-23.</p>	
Encourage the voice of children through the facilitation of the Children's Advisory Group in planning and policy development	The Children's Advisory group contributed to several consultations including the Dandenong Community Hub, the redevelopment of the Dandenong Oasis, Communities for Children Strategic Plan, Kids Co design Consultation, Make Your Move Community Ambassador Program, Forever Fest, waste minimisation, recycling, litter prevention and the importance of being a Child Friendly City.	
Investigate opportunities for an ongoing community panel representative of the diversity of our city	Investigations into community panel options were valuable and Council continues to focus on the best approach for recruitment and ongoing management of a community panel database.	

 Delayed
  Completed
  Not Due
  To Start
  On track

4.2.1 Council Performance Report End of Year 2021-22 (Cont.)

Action	Annual Comment	Status
Review the Community Engagement Framework	The review of the Community Engagement Framework incorporated feedback from key stakeholders and the Greater Dandenong People's Panel helping in refining future consultation processes, particularly for large projects. Further work was undertaken to refine the existing framework and ensure its alignment with the <i>Local Government Act 2020</i> and recently endorsed Community Engagement Policy.	

 Delayed
  Completed
  Not Due To Start
  On track

4.3 OTHER

4.3.1 Draft Minutes of Disability Advisory Committee Meeting - 4 July 2022

File Id:

Responsible Officer:

Director Community Services

Attachments:

Draft Minutes of Disability Advisory Committee
on 4 July 2022

1. 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 also allowed interested Councillors (and those that attend these Committees and Reference Groups) to speak to the meeting about items discussed at these meetings.

2. Recommendation Summary

This report recommends that the draft Minutes of the Disability Advisory Committee meeting provided in Attachment 1 to this report be noted by Council.

4.3.1 Draft Minutes of Disability Advisory Committee Meeting - 4 July 2022 (Cont.)

3. Background and Proposal

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 Annual meeting to elect the Mayor and Deputy Mayor 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 information purposes, for noting and for endorsement (not adoption).

As such, the draft Minutes are provided as Attachment 1 to this report.

There are no financial implications associated with the development and submission of this report.

4. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Great Dandenong is a home to all.
It's a city where you can enjoy and embrace life through celebration and equal opportunity.
We harmonise the community by valuing multiculturalism and the individual.
Our community is healthy, vibrant, innovative and creative.
Our growing city is committed to environmental sustainability.
Welcome to our exciting and peaceful community.*

4.1 Community Vision 2040

This report is consistent with the Community Vision 2040 and its accompanying principles:

- Safe and peaceful community
- Education, training, entrepreneurship and employment opportunities
- Sustainable environment
- Embrace diversity and multiculturalism.

4.2 Council Plan 2021-25

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 strategic objectives:

- A socially connected, safe and healthy city
- A city that respects and celebrates diversity, our history and the arts
- A city of accessible, vibrant centres and neighbourhoods

4.3.1 Draft Minutes of Disability Advisory Committee Meeting - 4 July 2022 (Cont.)

- A city that supports entrepreneurship, quality education and employment outcomes
- A Council that demonstrates leadership and a commitment to investing in the community.

5. The Overarching Governance Principles of the *Local Government Act 2020*

Section 9 of the *Local Government Act 2020* (LGA2020) states that a Council must in the performance of its role give effect to the overarching governance principles.

The establishment of the Disability Advisory Committee and the work that it undertakes gives particular consideration to the following overarching governance principles:

- priority is given to achieving the best outcomes for the municipal community, including future generations (section 9(b) of the LGA2020);
- the municipal community is engaged in strategic planning and strategic decision making – many advisory committees and reference groups have community members as participants (section 9(d) of the LGA2020);
- innovation and continuous improvement is pursued (section 9(e) of the LGA2020);
- collaboration with other councils, governments and statutory bodies is sought – many advisory committees and reference groups have representatives attending from these organisations (section 9(f) of the LGA2020);
- the ongoing financial viability of Council is ensured (section 9(g) of the LGA2020);
- regional, state and national plans and policies are taken into account in strategic planning and decision making – diverse representation within these groups ensures this occurs (section 9(h) of the LGA2020); and
- the transparency of Council decisions, actions and information is ensured by this regular reporting mechanism (section 9(i) of the LGA2020).

6. Victorian Charter of Human Rights and Responsibilities

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

7. The *Gender Equality Act 2020*

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires Councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

Council's Diversity, Access and Equity Policy and the *Gender Equality Act 2020* have been considered in the preparation of this report but are not relevant to its contents because it is a reporting mechanism only.

The report does not have the potential to influence broader social norms and gender roles nor does it benefit any one gender group over any other.

4.3.1 Draft Minutes of Disability Advisory Committee Meeting - 4 July 2022 (Cont.)

8. Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a “Climate and Ecological Emergency” and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

This report has no impact on Council’s Declaration on a Climate and Ecological Emergency, Council’s Climate Change Emergency Strategy 2020-2030 or the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability because it is purely administrative in nature and is a reporting mechanism only.

9. Recommendation

That Council notes the draft Minutes of the Disability Advisory Committee Meeting as provided in Attachment 1 to this report.

4.3.1 Draft Minutes of Disability Advisory Committee Meeting - 4 July 2022 (Cont.)

OTHER

**DRAFT MINUTES OF DISABILITY ADVISORY COMMITTEE
MEETING**

ATTACHMENT 1

**DISABILITY ADVISORY COMMITTEE
MEETING HELD ON 4 JULY 2022**

PAGES 4 (including cover)

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

4.3.1 Draft Minutes of Disability Advisory Committee Meeting - 4 July 2022 (Cont.)

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

Date of Meeting: Monday 4 July 2022

Time of Meeting: 4.00pm – 5.30pm

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

Attendees:

Frank Cutuli (Chair), Catherine Rampant, Deborah Lee, Lyn Bates, Norma Seip, Pradeep Hewavitharana, Manager Community Care (City of Greater Dandenong [CGD]), Coordinator Community Access (CGD), Disability Planning Officer (CGD), and Community Advocacy Officer (CGD)

Apologies:

Cr Rhonda Garad, Cr Angela Long, Director Community Services (CGD) and Sharon Harris

Minutes:

Item No.	Item	Action	Action By
1.	Welcome and Introductions The Manager Community Care welcomed everyone to the meeting and asked for nominations for Chair. Frank Cutuli nominated by Deborah Lee, seconded by Pradeep Hewavitharana. The Committee congratulated Frank on his appointment as Chair.		
2.	Previous Minutes & Business Arising <ul style="list-style-type: none">• Apologies noted• The Coordinator Community Access provided an update on recruitment of additional members of the DAC with a report to Council for endorsement of new members scheduled.• The Disability Planning Officer provided an update about the recent Disability and Climate Change forum which has been very positively received by the 12 people in attendance.• The Disability Planning Officer provided an update on Council's Walk Against Family Violence to be held in person this year, for the first time since 2019. Officers are advocating to Council's Preventing Family Violence and Gender Equity Committee to consider if one of the guest speakers on the day is from Women with Disabilities Victoria due to research showing a higher incidence of Family Violence perpetrated on women with disabilities.	Advocacy to Council's Preventing Family Violence and Gender Equity Committee to consider guest speaker from Women with Disabilities Victoria.	CGD Manager Community Care

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.1 Draft Minutes of Disability Advisory Committee Meeting - 4 July 2022 (Cont.)

3.	<p>Planning for the Southern Region Disability Inclusion Celebration and Expo</p> <p>The Coordinator Community Access provided an outline of the activities planned at the City of Greater Dandenong and at Casey and Cardinia. Feedback was sought on various suggestions including venues which will be fed back to the organising Committee. Members of the DAC will be encouraged to promote the events when the information is finalised.</p>	Share promotional material when available.	CGD Community Inclusion Officer (Disability)
4.	<p>Employment</p> <p>The Disability Planning Officer provided a summary of the completed Disability Work Experience Project report, Growing Employment Opportunities for People with Disabilities in CGD. The Committee was shown a video put together by the Municipal Association of Victoria, highlighting the achievements of the projects across Victorian Councils and features a CGD staff member and a CGD intern.</p> <p>The Committee congratulated Council on the achievements of the project and requested the link to the video be provided.</p>		
5.	<p>NDIS Update/Members Issues</p> <p>Committee members discussed various aspects of the NDIS including social activities and support for people to attend activities that are not disability specific. Discussion was also held on the impact of changes to the Social, Community, Home care and Disability Services (SCHADS) award.</p>		
6.	<p>CGD Disability Policy Review</p> <p>The Community Advocacy Officer presented the finalised Diversity, Access and Equity policy to the Committee that was endorsed by Council in 2021. He explained that advice from Council officers was that the standalone Disability Policy has been superseded by the new Diversity, Access and Equity Policy, as it provides a clear set of principles and actions for all of Council. The policy is broad, addressing multiple diversity issues including disability and is further strengthened by the Disability Action Plan. The Access and Equity policy is embedded into Council practice and is considered with each report to Council.</p> <p>Committee members provided feedback and agreed with the advice that it is not necessary to have a Disability Policy as well as an Access and Equity policy.</p>	Coordinator Community Access to implement process for discontinuing the Disability Policy.	CGD Coordinator Community Access
7.	<p>Other Business</p> <p>The Community Advocacy Officer sought input from the Committee about the review of Council's Gambling Policy.</p>	Provide feedback to Manager of Community Care.	Committee Members

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.1 Draft Minutes of Disability Advisory Committee Meeting - 4 July 2022 (Cont.)

	A Committee member requested information about emergency support to people with a disability, following the Disability and Climate Change forum. A discussion was held about Council responsibilities for emergency management, and it was agreed to discuss this further at a future meeting.	Coordinator Community Access to invite Emergency Management team to future meeting.	CGD Coordinator Community Access
Meeting Closed at 5.30pm			

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

4.3.2 Draft Minutes of Multicultural and People Seeking Asylum Advisory Committee Meeting - 7 June 2022

File Id:	A8970580
Responsible Officer:	Director Community Services
Attachments:	Draft Minutes of Multicultural and People Seeking Asylum Advisory Committee on 7 June 2022

1. 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 also allowed interested Councillors (and those that attend these Committees and Reference Groups) to speak to the meeting about items discussed at these meetings.

2. Recommendation Summary

This report recommends that the draft Minutes of the Multicultural and People Seeking Asylum Advisory Committee meeting provided in Attachment 1 to this report be noted by Council.

4.3.2 Draft Minutes of Multicultural and People Seeking Asylum Advisory Committee Meeting - 7 June 2022 (Cont.)

3. Background and Proposal

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 Annual meeting to elect the Mayor and Deputy Mayor 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 information purposes, for noting and for endorsement (not adoption).

As such, the draft Minutes are provided as Attachment 1 to this report.

There are no financial implications associated with the development and submission of this report.

4. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Great Dandenong is a home to all.
It's a city where you can enjoy and embrace life through celebration and equal opportunity.
We harmonise the community by valuing multiculturalism and the individual.
Our community is healthy, vibrant, innovative and creative.
Our growing city is committed to environmental sustainability.
Welcome to our exciting and peaceful community.*

4.1 Community Vision 2040

This report is consistent with the Community Vision 2040 and its accompanying principles:

- Safe and peaceful community
- Education, training, entrepreneurship and employment opportunities
- Embrace diversity and multiculturalism.

4.2 Council Plan 2021-25

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 strategic objectives:

- A socially connected, safe and healthy city
- A city that respects and celebrates diversity, our history and the arts.

4.3.2 Draft Minutes of Multicultural and People Seeking Asylum Advisory Committee Meeting - 7 June 2022 (Cont.)

5. The Overarching Governance Principles of the *Local Government Act 2020*

Section 9 of the *Local Government Act 2020* (LGA2020) states that a Council must in the performance of its role give effect to the overarching governance principles.

The establishment of the Multicultural and People Seeking Asylum Advisory Committee and the work that it undertakes gives particular consideration to the following overarching governance principles:

- priority is given to achieving the best outcomes for the municipal community, including future generations (section 9(b) of the LGA2020);
- the municipal community is engaged in strategic planning and strategic decision making – many advisory committees and reference groups have community members as participants (section 9(d) of the LGA2020);
- innovation and continuous improvement is pursued (section 9(e) of the LGA2020);
- collaboration with other councils, governments and statutory bodies is sought – many advisory committees and reference groups have representatives attending from these organisations (section 9(f) of the LGA2020);
- the ongoing financial viability of Council is ensured (section 9(g) of the LGA2020);
- regional, state and national plans and policies are taken into account in strategic planning and decision making – diverse representation within these groups ensures this occurs (section 9(h) of the LGA2020); and
- the transparency of Council decisions, actions and information is ensured by this regular reporting mechanism (section 9(i) of the LGA2020).

6. Victorian Charter of Human Rights and Responsibilities

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

7. The *Gender Equality Act 2020*

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires Councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

Council's Diversity, Access and Equity Policy and the *Gender Equality Act 2020* have been considered in the preparation of this report but are not relevant to its contents because it is a reporting mechanism only.

The report does not have the potential to influence broader social norms and gender roles nor does it benefit any one gender group over any other.

8. Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

4.3.2 Draft Minutes of Multicultural and People Seeking Asylum Advisory Committee Meeting - 7 June 2022 (Cont.)

In January 2020, this Council joined a growing number of cities around Australia and declared a “Climate and Ecological Emergency” and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

This report has no impact on Council’s Declaration on a Climate and Ecological Emergency, Council’s Climate Change Emergency Strategy 2020-2030 or the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability because it is purely administrative in nature and is a reporting mechanism only.

9. Recommendation

That Council notes the draft Minutes of the meeting for the Multicultural and People Seeking Asylum Advisory Committee as provided in Attachment 1 to this report.

4.3.2 Draft Minutes of Multicultural and People Seeking Asylum Advisory Committee Meeting - 7 June 2022 (Cont.)

OTHER

**DRAFT MINUTES OF MULTICULTURAL AND PEOPLE SEEKING
ASYLUM ADVISORY COMMITTEE MEETING**

ATTACHMENT 1

**MULTICULTURAL AND PEOPLE
SEEKING ASYLUM ADVISORY
COMMITTEE MEETING ON 7 JUNE 2022**

PAGES 5 (including cover)

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

4.3.2 Draft Minutes of Multicultural and People Seeking Asylum Advisory Committee Meeting - 7 June 2022 (Cont.)

Advisory Committee or Reference Group Name:	Multicultural and People Seeking Asylum Advisory Committee Meeting (MAPSAAC)
Date of Meeting:	7 June 2022
Time of Meeting:	3-5pm
Meeting Location:	Online via Microsoft Teams Meeting

Attendees:

Kylie Reid (Chisholm Institute) – Chairperson, Acting Community Development (Coordinator City of Greater Dandenong [CGD]), Sri Samy (Friends of Refugees [FOR]), Qutbiallyam Timor (Asylum Seeker Resource Centre [ASRC]), Siv Yoganathan (Life Without Barriers [LWB]), Chaw Po (Community Member), Jacquie McBride (Monash Health).

Apologies:

Kadira Pethiyagoda (Community Member), Binita Maskey (Women's Association South East Melbourne Australia [WASEMA]), Sean Quigley (WAYSS), Sarita Kulkarni (Community Member), Oliver Pollasky (WithYouWithMe), Cr Eden Foster (CGD), Cr Rhonda Garad (CGD). Peter McNamara (South East Community Links [SECL]).

Minutes:

Acting Community Development Coordinator (CGD).

Item No.	Item	Action	Action By
1.	Welcome and Apologies Chair welcomed Committee Members and acknowledged Traditional Owners.		
2.	Endorsement of previous meeting minutes Minutes endorsed by Sri Samy (FOR) and seconded Qutbiallyam Timor (ASRC).		
3.	Review of outstanding action items One outstanding item: <ul style="list-style-type: none">Contact service providers within the multicultural and refugee space to seek their interest in joining MAPSAAC.	Check with service providers regarding MAPSAAC Membership.	Acting Community Development Coordinator (CGD).
4.	Presentation: Waste, Recycling and Correct Disposal by Community Waste Education Officer (CGD) <ul style="list-style-type: none">Council Waste Education Officer spoke to the Advisory Committee about recycling and the correct disposal of waste.Many residents born overseas, and many new migrants are not familiar with the proper disposal of waste and recycling. Contaminated bins lead to a pink sticker being placed on the bin and eventually the refusal of collection. This can then lead to fines as well. Of course, financial penalty is not the first step that Council takes.What are the best ways for the team to connect with new communities? Advisory Committee members provided the following suggestions/comments:<ul style="list-style-type: none">Connect with organisations working with new		

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

4.3.2 Draft Minutes of Multicultural and People Seeking Asylum Advisory Committee Meeting - 7 June 2022 (Cont.)

	<p>migrants and arrange tours of the waste treatment plant.</p> <ul style="list-style-type: none"> ○ Information on community notice boards. ○ Utilise existing Council networks that were established to communicate COVID messaging in language - Bicultural Workers Network. ○ Connect with the Southeast CALD Network. ○ Present at Chisholm TAFE to new students. ○ Sometimes second-hand clothing and goods have a stigma attached to them. Show people the value of these goods. Visualising – videos on how to recycle, what happens to landfill, waste minimisation globally. ○ Community radio stations such as SBS. These can bypass literacy issues and effectively communicate messages. ○ Targeting youth – many young people act as interpreters for their parents and can pass on messages. ○ Collaborating with op shops/SisterWorks to create a fashion show. ○ Connect with organisations featured in the Southeast Region Refugee and Asylum Seeker Service Directory. 	<p>Send invite to Community Waste Education Officer.</p> <p>Share resource with Community Waste Education Officer.</p>	<p>Acting Community Development Coordinator (CGD).</p> <p>Acting Community Development Coordinator (CGD).</p>
5.	<p>Presentation: Better Place Australia by Renee Callander (Group Coordinator – Better Place Australia)</p> <ul style="list-style-type: none"> • Provides a range of mental health services. • Has teamed up with Southern Migrant & Refugee Centre (SMRC) funded by SE Primary Health Network – Refugee Migrant CALD Community Suicide Prevention. • Undertaking direct community engagement and capacity building amongst service providers. • Addressing stigma around mental health, and a focus on community wellbeing. • Working with the Afghan community – Afghan men's group – teahouse. • Opening up conversations around mental health and confronting those challenges. • Community engagement currently being undertaken at the Dandenong Market. • Capacity building – working with service providers who engage with CALD communities. • Connecting and collaborating with service providers and to understand where they can support. • Training coming soon – Living Works – skills in recognising if suicide may be present and linking people to the right supports. <p>Feedback from committee members</p> <ul style="list-style-type: none"> • Support provided in language rather than interpreter. People can feel much more comfortable sharing their feelings. • Libraries can provide a comfortable and welcoming space to engage with community members around mental health and wellbeing. • Important to map existing resources to understand which communities require additional supports. 		

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Multicultural and People Seeking Asylum Advisory Committee Meeting - 7 June 2022 (Cont.)

	<p>Discussion and Review – Draft Multicultural and People Seeking Asylum Thematic Plan</p> <ul style="list-style-type: none"> The Draft Multicultural and People Seeking Asylum Thematic Plan was presented to the Advisory Committee for further feedback and comment. <p>Feedback/Comments</p> <ul style="list-style-type: none"> The Thematic Plan balances the different needs of a multicultural community, acknowledging its diversity. The Plan will also be more flexible and agile in its ability to address community needs within a changing socio-political landscape. How do we formally enable a regional system that gathers information in relation to the priorities and domains set out by the Thematic Plan? Unfortunately, due to COVID and recent changes to Enliven and Department of Families, Fairness and Housing (DFFH), some of the structures that existed beforehand no longer exist e.g. PSAARD, Asylum Seeker and Refugee Advisory Group (Enliven). Structures such as these underpin the effectiveness of the Thematic Plan. Southern region remains poorly represented in network activities. Mapping out current gaps and existing networks could be the first focus of the Thematic Plan. 	Mapping exercise to be undertaken and supported by committee members	Acting Community Development Coordinator (CGD)
6.	<p>Information Sharing</p> <p>Monash Health</p> <ul style="list-style-type: none"> Humanitarian arrivals have increased with the opening of Australia's borders. About 200 – 300 new arrivals a month. Seeing a similar number in referrals. Heavily weighted towards Afghans. As plane trips increase, referrals will increase. Continued delays in accessing Medicare by humanitarian arrivals. In regard to Ukraine arrivals, community support has been great. However, in the last six weeks Monash Health has seen an increase in referrals as those benevolent services begin to ease. <p>Chisholm TAFE</p> <ul style="list-style-type: none"> Classes have returned to face-to-face learning. Continuing to see large numbers of new arrivals from Afghanistan and starting to see more people from Ukraine coming in for Adult Migrant English Program (AMEP) assessments. Both of which are eligible for AMEP and Asylum Seeker Vocational Education Training (ASVET) program funding to study Certificate and Diploma Courses at TAFE. <p>Friends of Refugees</p> <ul style="list-style-type: none"> Refugee Week 2022 <ul style="list-style-type: none"> 11am, 20 June 2022 Celebrating Refugee Week with the launch of its community garden. The garden will provide more opportunities for new arrivals such as gardening and friendship. <p>Community Advocacy Officer</p> <ul style="list-style-type: none"> Refugee Week 2022 <ul style="list-style-type: none"> Welcome to Country by Lakiesha Clayton (Bunurong Land Council). Greater Dandenong Council partnered with 		

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.2 Draft Minutes of Multicultural and People Seeking Asylum Advisory Committee Meeting - 7 June 2022 (Cont.)

	several local organisations – ASRC, Wellsprings for Women, Victorian Afghan Associations Network, Uyghur Association of Victoria, SisterWorks, Indonesian Women's Friendship Network, and Centre for Migrant and Refugee Health – to deliver a Refugee Week event at Dandenong Library. <ul style="list-style-type: none">o The well attended event also included a traditional Indonesian fashion show and cultural dance, henna painting, children's activities, and stall holders engaging with the public.		
7.	Other Business N/A		
8.	Meeting Closed 5.00pm		
9.	Next Meeting Tuesday 2 August 2022, 3-5pm.		

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

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022

File Id:	A8875911
Responsible Officer:	Director City Planning Design & Amenity
Attachments:	Draft Minutes of Sustainability Advisory Committee - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022 and 11 May 2022

1. 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 also allowed interested Councillors (and those that attend these Committees and Reference Groups) to speak to the meeting about items discussed at these meetings.

2. Recommendation Summary

This report recommends that the draft Minutes of the Sustainability Advisory Committee meetings provided in Attachment 1 to this report be noted and endorsed by Council.

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

3. Background and Proposal

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 Annual meeting to elect the Mayor and Deputy Mayor 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 information purposes, for noting and for endorsement (not adoption).

As such, the draft Minutes are provided as Attachment 1 to this report.

There are no financial implications associated with the development and submission of this report.

4. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

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We harmonise the community by valuing multiculturalism and the individual.
Our community is healthy, vibrant, innovative and creative.
Our growing city is committed to environmental sustainability.
Welcome to our exciting and peaceful community.*

4.1 Community Vision 2040

This report is consistent with the Community Vision 2040 and its accompanying principles:

- Sustainable environment.

4.2 Council Plan 2021-25

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 strategic objectives:

- A green city committed to a sustainable future.

5. The Overarching Governance Principles of the *Local Government Act 2020*

Section 9 of the *Local Government Act 2020* (LGA2020) states that a Council must in the performance of its role give effect to the overarching governance principles.

The establishment of the Sustainability Advisory Committee and the work that it undertakes gives particular consideration to the following overarching governance principles:

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

- priority is given to achieving the best outcomes for the municipal community, including future generations (section 9(b) of the LGA2020);
- the municipal community is engaged in strategic planning and strategic decision making – many advisory committees and reference groups have community members as participants (section 9(d) of the LGA2020);
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- collaboration with other councils, governments and statutory bodies is sought – many advisory committees and reference groups have representatives attending from these organisations (section 9(f) of the LGA2020);
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- regional, state and national plans and policies are taken into account in strategic planning and decision making – diverse representation within these groups ensures this occurs (section 9(h) of the LGA2020); and
- the transparency of Council decisions, actions and information is ensured by this regular reporting mechanism (section 9(i) of the LGA2020).

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The report does not have the potential to influence broader social norms and gender roles nor does it benefit any one gender group over any other.

8. Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

This report has no impact on Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy 2020-2030 or the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability because it is purely administrative in nature and is a reporting mechanism only.

9. Recommendation

That Council notes the draft Minutes of meetings for the Sustainability Advisory Committee as provided in Attachment 1 to this report.

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

OTHER

**DRAFT MINUTES OF SUSTAINABILITY ADVISORY
COMMITTEE MEETINGS**

ATTACHMENT 1

**SUSTAINABILITY ADVISORY
COMMITTEE MEETINGS HELD ON
7 JULY 2021, 1 SEPTEMBER 2021, 10
NOVEMBER 2021, 9 MARCH 2022 AND
11 MAY 2022**

PAGES 24 (including cover)

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

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

Advisory Committee or Reference Group Name: *Sustainability Advisory Committee*

Date of Meeting: *Wednesday 7 July 2021*

Time of Meeting: *5:30 to 7:00pm*

Meeting Location: *Online meeting – Microsoft Teams*

Attendees:

Jody Bosman (JB), Cr. Rhonda Garad (RG), Judith Sise (JS), Ward Petherbridge (WP), Asher Coleman (AC), Brian Congues (BC), Bryan Hunter (BH), Isabelle Nash (IN), Graeme Pearman (GP), Jack Chittenden (JC), Jess Harrison (JH)

Apologies:

Aurora Pont (AP)

Minutes:

Stephanie Karras (SK)

Item No.	Item	Action	Action by
1. Welcome	Welcome by the Chairperson.		AC
2. Previous minutes	Previous meeting minutes No. 17 agreed upon and adopted.	Minutes confirmed.	ALL
3. Biodiversity Action Plan	<p>Update from JC regarding the status of the Biodiversity Action Plan.</p> <ul style="list-style-type: none">• Clear through consultation that we need a shared understanding of biodiversity, which is the 'total variety of all life on earth'.• A Background Report and 5 Year Action Plan to be produced (currently in draft) and due for public consultation in August.• AC asked about the timeline for finalisation and scope. JC advised the plan is due to be adopted later this year.• JC noted each action/deliverable has been assigned a year out of 5 with most actions occurring in years 1-2.• JS asked if we are communicating the Action Plan with our CALD	<ul style="list-style-type: none">• JC/JH to circulate non-confidential aspects of the Biodiversity Action Plan, including images, maps etc. to the SAC.	JC/JH

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

	<p>communities. She doesn't feel these groups are being reached. JB advised that we are reaching out to the different groups/pockets and bringing them together to collaborate and share knowledge.</p> <ul style="list-style-type: none"> • RG noted there is a Community Advisory Group being put together where individual projects can be brought forth for discussion and that it would be good to connect to them. • JS advised the Gardening for Wildlife program is crucial for educating the community. JC confirmed this initiative is included in the Action Plan. • The Green Wedge, its place in the Action Plan and its supposed lack of 'green' were discussed, JB noted Richard Wynne MP has continuously turned developers away and that Council are totally committed to protecting the green wedge. 		
4. Actions from previous meeting	<p><i>JH to share Sustainability Strategy refresh once complete to the group</i></p> <ul style="list-style-type: none"> • Carried over <p><i>AC to contact the Southern Migrant Resource Centre to establish interest in joining the working groups prior to the next Sustainability Advisory Committee meeting.</i></p> <ul style="list-style-type: none"> • Please note the correct name of the organisation is 'Southern Migrant and Refugee Centre'. • AC has been in touch with the SMRC. He would like a flyer with information to be put together to promote and invite them to the group • JS has a friend (Abdullah) who she would recommend joining the group. 	<ul style="list-style-type: none"> • JS to send Abdullah's details to JH to contact. • AC to chat to JB to assign someone to draft a SAC flyer for the SMRC. • (Action carrying over) JH to share Sustainability Strategy refresh with SAC once complete 	<p>JS</p> <p>AC</p> <p>JH</p>
5. Urban Forest Strategy	<p>Update on the status of the Urban Forest Strategy (UFS).</p> <ul style="list-style-type: none"> • Municipal wide local law to protect trees on private property has been proposed. Briefing 	N/A	

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

	<p>sessions with Councillors led to conversations around 'how can we be allowed to tell people what to do on their private property?'.</p> <ul style="list-style-type: none"> • JB's desired approach is to deliver the UFS alone as a first priority, so as debate around the local law doesn't diminish its impact and prospects of a successful adoption by council. JB confirmed local law has been 'parked' and will be revisited later in the year. • AC agreed the whole project could be 'sunk' if we continue to push both at the same time. • BC objected to the delay of the local law; suggesting that bringing to light that we have Councillors who are not supportive of greening our city (which is a 'huge priority') would make a big statement. • JB emphasised the approach is not about the political agenda, but about doing what is necessary to protect biodiversity. • JB in response to worry that Councillors against the local law will be the majority- "If community is activated and raises their voice, Council will listen". • Where to from here - consultation period led to over 100 responses which are being reviewed with a meeting scheduled for the end of September to discuss outcomes of consultation and local law. • JB on behalf of Council is seeking support from the SAC in supporting the draft Greening our Neighbourhood Strategy & UFS. • JH advised that a contract is currently being procured to map canopy (random point sampling method). 		
6. ESDv2.0	<p>Update on current status and Council's involvement.</p> <ul style="list-style-type: none"> • 28 Councils on board. • Currently in Stage 1 (data 	N/A	

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

	<ul style="list-style-type: none"> collection for evidence base). Some draft objectives and targets complete (internal only). 		
7. Forever Fest	<p>Debrief on the recent Forever Fest.</p> <ul style="list-style-type: none"> Thank you to all involved and those who attended sessions What the project team felt worked – Springvale Community Hub, collaboration with libraries, online content, MC & ambassador and the diverse range of topics What didn't work – 9 day duration, low promotion of some aspects, need longer lead time in preparing for in-person event, need for more engagement with CALD and indigenous communities. JS noted she loved SCH and suggested Keysborough Hub for next year if it is ready. 	<ul style="list-style-type: none"> SAC to provide feedback on Forever Fest to JH, which will be included in the review. JH to send Taking Action Kit to SAC when made public. 	<p>ALL</p> <p>JH</p>
8. Community Engagement and Mobilisation Plan	<p>Update and group brainstorm of stakeholders for consultation.</p> <ul style="list-style-type: none"> Suggested stakeholders for consultation: <ul style="list-style-type: none"> Schools as they are a good cross section of the community. Jayco as they employ many migrant people. Also local businesses in general. Faith groups and leaders. JB suggested waiting until the Municipal Scan report is produced to see who they have consulted with and then conduct a gap analysis to identify other community groups. 	N/A	
9. Outcome – SECCCA/ Ironbark Sustainability Community Climate Mitigation report	<p>Debrief on the outcomes of this project.</p> <ul style="list-style-type: none"> The strong evidence-based report we were hoping for, was not the final product we received. Consultant acknowledges the scope exceeded their ability to deliver. A lot of useful components still within. Gap analysis is being 	N/A	

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

	undertaken by CGD staff and the SECCCA Officers Working Group to determine if further work is needed on the Greater Dandenong specific report as well as the one report developed for the whole SECCCA region. The data and assumptions are being analysed to extract what items we are comfortable and uncomfortable with, compiled into a data base and then decisions made on whether we need a new consultant to pursue/redo further components.		
10. Future meetings	<p>Discussion of preference regarding mode of delivery: in person, remote or hybrid.</p> <ul style="list-style-type: none"> To be decided online via a poll. JB, WP & JS prefer to continue with Teams meetings. AC would like to see a hybrid model but okay with virtual. Perhaps one hybrid/year as suggested by IN. 	<ul style="list-style-type: none"> JH to send Doodle Poll to decide on mode of delivery for future SAC meetings, to group to please complete. 	JH
11. General business	N/A	N/A	

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

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

Advisory Committee or Reference Group Name: Sustainability Advisory Committee

Date of Meeting: Wednesday 1 September 2021

Time of Meeting: 5:30 to 7:00pm

Meeting Location: Online meeting – Microsoft Teams

Attendees:

Cr. Rhonda Garad (RG), Judith Sise (JS), Ward Petherbridge (WP), Asher Coleman (AC), Brian Congues (BC), Isabelle Nash (IN), Graeme Pearman (GP), Brett Jackson (BJ), Jess Harrison (JH)

Apologies:

Aurore Pont (AP), Bryan Hunter (BH), Jody Bosman (JB)

Minutes:

Stephanie Karras (SK)

Item No.	Item	Action	Action by
1. Welcome	Welcome by the Chairperson.	N/A	RG on behalf of AC
2. Previous minutes	Previous meeting minutes No. 18 agreed upon and adopted.	Minutes confirmed.	ALL
3. Actions from previous meeting		<ul style="list-style-type: none"> JS to send Abdullah's details to JH to contact. <ul style="list-style-type: none"> JH has reached out and they are set to meet next week AC to chat to JB to assign someone to draft a SAC flyer for the SMRC. <ul style="list-style-type: none"> Postponed due to JB absence. To work on offline. (Action carrying over) JH to share Sustainability Strategy refresh with SAC once complete <ul style="list-style-type: none"> Carry over to next meeting. 	<p>JH</p> <p>AC/JB</p> <p>JH</p>
3. IPCC Report, Tipping Points and New Data	<ul style="list-style-type: none"> GP shared a comprehensive overview of the latest IPCC report Some good news - The Montreal Protocol has lowered the amount of warming we would have seen without the agreement. Emissions targets are difficult and cross many vested interests. The target of 100% net zero emissions is designed to keep us below 2 degrees of warming. The urgency ('tipping points') still remains in the 	JH to share PowerPoint slides to committee on behalf of GP.	JH

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

ORDINARY COUNCIL MEETING - AGENDA

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

	<p>climate system.</p> <ul style="list-style-type: none"> Warming of the ocean and the surface of the planet is relatively aligned. The rate of global heating is faster than what we would expect solely from greenhouse gas emissions – GP shared that there is feedback taking place (loss of ice and snow, perhaps changes to cloud cover). Accepting a warming of 2 degrees is too dangerous. Capacity to source energy from renewable resources is rapidly increasing. A stronger focus should be on the next 10 years – achievements and actions we can take now. <p>Comments from the group:</p> <ul style="list-style-type: none"> GP emphasised private enterprise hold significant power in energy reduction and that climate change is not something we want to tolerate. We need to bring together expertise and integrate in a holistic way to solve problems. JS asked how do we communicate this information to children? Suggested perhaps sharing with them "every small action counts" – providing them with actions they can take. The 'How to Talk to Children about Climate Change' session has been circulated to the group. Coping mechanisms were discussed and how, when scared, we can reject the idea that there is a problem or blame others – humans can have the same reaction to climate change. RG's studies with Monash University have found there are positive coping mechanisms for the 'worry' of climate change also such as advocacy and getting out into nature. Thank you very much to GP for his expertise. 		
4. Urban Forest Strategy	<ul style="list-style-type: none"> Greening Our Neighbourhood Strategy is an advocacy and education strategy for private landowners. The Urban 	<ul style="list-style-type: none"> BJ to share the 2021 Canopy Coverage Audit once finalised. BJ to circulate to the committee the names of the areas of environmental significance within Dandenong South. 	<p>BJ</p> <p>BJ</p>

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ORDINARY COUNCIL MEETING - AGENDA

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

	<p>Forest Strategy is an overarching strategy that brings together the Greening Our Cities Strategy (adopted in 2018) and the Greening Our Neighbourhoods Strategy. The Urban Forest Strategy and Greening Our Neighbourhoods Strategies are being presented to Council in September for adoption.</p> <ul style="list-style-type: none"> • BJ reiterated the concern over the predicted lack of support with the local law (tree control) impacting successful adoption of the Strategies. BJ confirmed the local law is being held back until later in the year. • Advice was sought about when the local law should be brought to Council - RG felt immediately after the adoption of the Urban Forest Strategy. • BC shared concern about the "vested interests" of some Councillors would lead to the rejection of the Local Law. • RG shared that being aware of this, she is undertaking workshops with Councillors to educate them about the need for greening on private land. • BJ reminded the committee that Council officers put forward evidence and recommendations however Councillors do have the final say, whether this Committee agrees or not. • AC feels the strategic approach to the local law is important. • RG also spoke about the need to increase community voice regarding the desire for a greener municipality, to Councillors. This needs to include a wider reach than those within the environmental movement. • BJ advised that canopy cover modelling for the Urban Forest Strategy was undertaken with the new program QGIS (formally the program iTree has been utilised). Same methodology but new 		
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ORDINARY COUNCIL MEETING - AGENDA

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

	technology used by many other Councils.		
5. Dandenong Wellbeing Centre (Oasis redevelopment)	<ul style="list-style-type: none">• The DWC will have minimum standards of the Greater Dandenong Sustainable Buildings Policy, adhered to.• The building will have a minimum 5-star Green Star rating and:<ul style="list-style-type: none">- Be an all-electric facility- Achieve net zero emissions operationally- Maximise rooftop solar- Possess innovative waste-water solutions.	N/A	
6. General business	<ul style="list-style-type: none">• AC asked for an update on the Ironbark report.• JH shared that the working group meeting occurring on 02/09/21 will further analyse gaps in the report.		

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

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

Advisory Committee or Reference Group Name: Sustainability Advisory Committee

Date of Meeting: Wednesday 10 November 2021

Time of Meeting: 5:30 to 7:00pm

Meeting Location: Online meeting – Microsoft Teams

Attendees:

Cr. Rhonda Garad (RG), Judith Sise (JS), Ward Petherbridge (WP), Bryan Hunter (BH), Asher Coleman (AC), Brian Congues (BC), Isabelle Nash (IN), Graeme Pearman (GP), Abdullah Alemi (AA), Brett Jackson (BJ), Jess Harrison (JH)

Apologies:

Jody Bosman (JB)

Minutes:

Stephanie Karras (SK)

Item No.	Item	Action	Action by
1. Welcome	Welcome by the Chairperson. <ul style="list-style-type: none">• Welcome to AA and thank you for joining us today. AA works for the EPA and volunteers with the Greater Dandenong Environmental Group.	N/A	AC
2. Previous minutes	Previous meeting minutes No. 19 agreed upon and adopted.	Minutes confirmed.	ALL
3. Actions from previous meeting	All actions from previous meeting completed	N/A	ALL
4. Welcome to Abdullah and discussion of how to better engage with and support our culturally and linguistically diverse community	<ul style="list-style-type: none">• AA asked what Council is currently doing to engage with the community on climate change. JH shared current work including consultations through the Climate Emergency Strategy that helped us figure out what key groups we need to work with further, the Sustainability Festival (Forever Fest) and recent work with the Bunurong Land Council on media pieces around the importance of conserving water• AA advised on using the KAP approach/model for	<ul style="list-style-type: none">• Sustainability team to recirculate draft actions from the Climate Emergency Strategy, that the SAC can work on over 2022 to implement. Group to review and finalise list offline.	JH

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ORDINARY COUNCIL MEETING - AGENDA

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

	<p>community engagement (Knowledge, Attitude and Practice) and suggested:</p> <ul style="list-style-type: none"> - Avoid the 'one size fits all approach' - Partner with community leaders - Follow the EPA's Duty Approach – everyone has a role to play - Consider partnering with groups such as Sustainability Victoria, DELWP, Environment Victoria, Southern Migrant and Refugee Centre - Allocate resources to take programs from surface level interaction to a deeper level. AC asked about partnering with other internal Council teams (<i>which already occurs, but could be expanded on</i>) - Translated resources only go so far. Resourcing can be addressed by partnering with other groups and organisations • Suggestions were made for: <ul style="list-style-type: none"> - Nature Stewardship program (a 10-week program for adults) Suggested this might be good for CGD young adults or CALD members of the community - Council skilled up workers (CALD Taskforce) to converse with community members during COVID. Importance of taking learnings from COVID and taking CALD engagement further than surface level interactions • Group conversation led to discussion around a feeling of lack of action during 2021 <ul style="list-style-type: none"> - GP feels we have been treading water for some time, saw headway within the SAC in previous years 		
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ORDINARY COUNCIL MEETING - AGENDA

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

	<p>but personally feels opportunities to communicate and act haven't existed lately – perhaps is this due to the only virtual meetings</p> <ul style="list-style-type: none"> - AC reflected on a difficult year that hasn't allowed us to engage in a way we usually would. JH emphasised her understanding the feeling of frustration over the last year. Suggested conversations offline for these key actions. Let's do better in 2022! - RG suggested we start drafting a list of actions that are important to the people in this group that we want to deliver over the next year. BJ proposed developing a priority list of actions from the Climate Emergency Strategy. This has already occurred and been agreed to by the group in early 2021, however has been delayed by COVID. JH to recirculate. - BC would like to see Tree Protection Local Law advocacy on this action list. 		
5. Tree Protection Local Law update	<ul style="list-style-type: none"> • Local Law is being presented to Council on 22nd November • 114 responses received from community consultation – 66% supportive of law, 5% neutral and remaining not supportive • RG shared that Councillors in principle are in favour and urges SAC to call all Councillors and voice opinions in support of the law. Councillor contact details included at end of minutes. • BJ advised to be aware that there are a number of stages before adoption of the law and if the law does pass, we can then refine the specifics at a later date (including tree diameter 		

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ORDINARY COUNCIL MEETING - AGENDA

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

	<ul style="list-style-type: none"> benchmark) Neighbouring councils' existing Tree Protection Local Law and the CGD Climate Emergency Declaration will be brought to Councillors' attention as support for the Local Law RG reiterated her thanks to BJ for his hard work. 		
6. SV2030: A Decade of Action. Discussion of key points for CGD's submission.	<ul style="list-style-type: none"> Sustainability Victoria are preparing their 10-year strategic plan for next areas of focus. Council officers working on a submission that can be shared with this group soon. There is 1 week left to provide feedback if any SAC members would like to either provide a formal submission or complete a short survey - https://engage.vic.gov.au/sv2030 		
7. Forever Fest 2022	<ul style="list-style-type: none"> Topic: Community sustainability and climate action, the notion that small actions collectively make a big difference. In-person event at Springvale Community Hub on Saturday 9th April as we would like to celebrate the Hubs 6 star green star award - with an intent to host the festival at a different location from 2023 onwards. Significantly more time this year to promote the event for a bigger turnout. Workshops/sessions to run a few days either side of the SCH event date 	<ul style="list-style-type: none"> JH to send Forever Fest brainstorm questions to group. Group to provide feedback to help inform the development of the festival. 	JH
8. Positive news wrap up	<ul style="list-style-type: none"> Springvale Community Hub is now certified at 6 Star Green Star Design and As Built, making it a world leading building in environmental performance. Please watch Council's video available on the CGD YouTube page - https://www.youtube.com/watch?v=UvGKwf6HG7A&list=PL_7mQI7Q7BxMLd-WtDmnkj2L8x76lAsxH&index=19 Cities Power Partnership Awards – CGD has been nominated for our CIP 	<ul style="list-style-type: none"> JH to circulate the CIP Climate Change Self-Assessment Tool template to group SAC to share any thoughts on how Council can promote community and Council sustainability 'wins' and the good work we are doing 	JH ALL

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ORDINARY COUNCIL MEETING - AGENDA

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

	<p>Climate Change Self-Assessment Tool. Jump online for the awards on Wednesday 17th November.</p> <p>https://citiespowerpartnership.org.au/event/climate-awards-2021/</p> <ul style="list-style-type: none"> • Council Plan 2021-25 – Inclusion of climate change in the Council Plan is significant. Out of ~50 Councils, CGD have done the best job in carrying through intentions to include cc into a final product - https://www.greaterdandenong.vic.gov.au/council-plan-2021-25-0 		
9. City of Casey's Green Living Champion program	<ul style="list-style-type: none"> • https://www.nationaltribune.com.au/casey-s-green-living-in-casey-champion-monika/ • Program doing very well in Casey • Can we do something like this in CGD? Perhaps in the form of a monthly magazine article to share stories of everyday CGD residents doing good for the environment 	JH meeting with responsible officer at Casey in the next week. JH to report back to Committee following this discussion.	JH
Time allowing - 10. COP26	Opportunity for group discussion of key issues arising from COP26 relevant to Greater Dandenong.	N/A	
Time allowing - 11. 2022 Meetings – can be confirmed offline	<p>Confirmation of proposed meeting dates and mode of delivery (online, hybrid) for 2022.</p> <ul style="list-style-type: none"> • Wednesday 9 March 5.30-7pm • Wednesday 11 May 5.30-7pm • Wednesday 13 July 5.30-7pm • Wednesday 14 September 5.30-7pm • Wednesday 9 November 5.30-7pm 	N/A	
12. General business	N/A	N/A	

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4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

Advisory Committee or Reference Group Name: Sustainability Advisory Committee

Date of Meeting: Wednesday 9 March 2022

Time of Meeting: 5:30 to 7:00pm

Meeting Location: Online meeting – Microsoft Teams

Attendees:

Cr. Rhonda Garad (RG), Judith Sise (JS), Ward Petherbridge (WP), Bryan Hunter (BH), Asher Coleman (AC), Brian Congues (BC), Isabelle Nash (IN), Jody Bosman (JB), Jess Harrison (JH)

Apologies:

Graeme Pearman (GP), Bryan Hunter (BH)

Minutes:

Steph Karras (SK)

Item No.	Item	Action	Action by
1. Welcome	Welcome by the Chairperson.	N/A	AC
2. Previous minutes	Previous meeting minutes No. 20 agreed upon and adopted.	Minutes confirmed.	ALL
3. Actions from previous meeting	<ul style="list-style-type: none"> Forever Files enewsletter used to promote Council and community initiatives. SAC members can sign up here JH met with responsible officer of the City of Casey Green Living Champion program. Learnings from conversation were that significant resources are required at start of project. Something the CGD Sustainability Team will consider further in second half of the year. 	N/A	
4. Elect 2022 Chairperson	<ul style="list-style-type: none"> Next in line is the most senior CGD officer JB to assume responsibilities of Chair A sincere thank you to AC for his commitment and work over two terms 	N/A	
5. Priorities for the Committee for 2022 Discussion of previously identified priority actions + those	Discussion around existing priorities: <ul style="list-style-type: none"> Community Engagement and Mobilisation Plan – the SAC will help inform development of this SAC to be further involved 	<ul style="list-style-type: none"> JH to investigate sharing the RMIT Communications project Anyone interested in joining further discussions around Sustainable Transport with CGD transport team, to let JH know JH to add Tree Local Law to the list of 	JH JH JH

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4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

submitted via Google Forms	<p>in implementing the community related actions of the Biodiversity Action Plan</p> <ul style="list-style-type: none"> • JB has a strong desire to support the Biodiversity Action Plan (though it sits within another directorate) and sees taking action on it as a priority for this committee • Reducing community emissions: <ul style="list-style-type: none"> - PPAs are one of the biggest ways we can quickly reduce emissions by leveraging partnerships with our local groups e.g. SECCCA (full time officer being brought on for this area of focus), SEBN - JB suggested SECCCA updates becoming a regular agenda item for future SAC meetings as many projects are currently being undertaken • Tree Local Law was discussed: <ul style="list-style-type: none"> - Local Law most likely to go to Council in April - Manager of Regulatory Services is now the lead and reports directly to Jody - SAC has a role in the advocacy of the Local Law, this is a great time to "generate a ground swell of public expression for a local law" <p>Additional priorities proposed for 2022:</p> <ul style="list-style-type: none"> • JB proposed biodiversity corridor in the Green Wedge <ul style="list-style-type: none"> - Strategies and policies within i.e. Tree Planting, feral animal exclusion zones • SAC members with ideas for other activities/actions to undertake, please share with JH 	<p>key priority actions for 2022</p> <ul style="list-style-type: none"> • JH to recirculate Councillor contact details for SAC members to call Councillors and push for Local Law 	JH
6. Sustainability Festival 2022	<ul style="list-style-type: none"> • Please see the attached promotional materials for the festival, we would 	<ul style="list-style-type: none"> • SAC to promote the festival and the CERES Student Environment Leadership Summit. Particularly the 	ALL

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ORDINARY COUNCIL MEETING - AGENDA

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

update	<p>appreciate you sharing them among your networks</p> <p>Sessions running during the festival period:</p> <ul style="list-style-type: none"> • CERES and Greater Dandenong City Council Student Environment Summit – Tuesday 5 April • Vegetarian Street Food Tour at the Dandenong Market – Tuesday 5 April • Disability and climate change information session (As part of Libraries After Dark) – Thursday 7 April • 'Climate Conversation' with Climate for Change (As part of Libraries After Dark) – Thursday 7 April • Greater Dandenong Open Air Movies - Friday 8 April • March of the Penguins will be screened, and a sustainability activity with Phillip Island Nature Park will run beforehand for attendees • Sustainability art classes with local visual artist and poet Phoebe – Friday 8 April and Saturday 9 April • Main market-style day on Saturday 9 April • Recycled paper making workshop (As part of the Youth Services Holiday Program) – Tuesday 12 April 	<p>'Your Trees Are Assets During Climate Change' talk with Dr Greg Moore at 10:30am at the Springvale Community Hub. JH to circulate digital flyers and hard copies are available.</p>	JH
7. ESDv2.0 update	<ul style="list-style-type: none"> • 31 councils on board • Reports with feedback now with consultants – it is therefore a strong evidence-based document • DELWP officers sit on the working group • Minister to sign off on Planning Scheme Amendment • National Construction Code 2022 update may see move from minimum 6 Star NatHERS to minimum 7 Star NatHERS which will support the intention of ESDV2 • ESDV2 covers pretty much everything that requires a planning permit (residential, industrial etc) • Any updates prior to next meeting will be circulated to SAC 	N/A	
8. Other business/discu	<ul style="list-style-type: none"> • Biodiversity corridor – used as a platform to integrate 	<ul style="list-style-type: none"> • JH to share information about CGD Parks program that assists the 	JH

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ORDINARY COUNCIL MEETING - AGENDA

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

ssion time	<p>several policies including the Greening Our Neighbourhood Strategy</p> <ul style="list-style-type: none"> BC mentioned talks about pushing canopy cover to greater than 15%, with 30% being ideal for making a significant difference The Biodiversity corridor approach is supported however it is noted that this will not address the issue of low canopy cover/tree protection on private land and efforts made regarding the Local Law should be increased JB reinforced role of the SAC in pushing for the Local Law with Councillors and the community Remember that double vaccination status is a requirement for entering Council Buildings <p>Further discussion around ESD</p> <ul style="list-style-type: none"> BC asked about concrete standards, JB shared that they have no control over building permits (as long as they can discharging water to the minimum requirements), however within planning there are stronger standards JB noted that under the Planning Scheme no artificial turf can replace real grass <p>Planting</p> <ul style="list-style-type: none"> Julian Hill's grant – JS would like to hear grant ideas, BC would like the verge outside Dandenong Primary School to be planted WP has a contact at a nursery who can potentially provide saplings. 	<p>community with planting on nature strips</p> <ul style="list-style-type: none"> JH to share Community Tree Planting Day calendar once released 	JH
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4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

Advisory Committee or Reference Group Name: Sustainability Advisory Committee

Date of Meeting: Wednesday 11 May 2022

Time of Meeting: 5:30 to 7:00pm

Meeting Location: Online meeting – Microsoft Teams

Attendees:

Cr. Rhonda Garad (RG), Judith Sise (JS), Ward Petherbridge (WP), Brian Congues (BC), Graeme Pearman (GP), Jody Bosman (JB)

Apologies:

Isabelle Nash (IN), Bryan Hunter (BH), Asher Coleman (AC), Jessica Harrison (JH)

Minutes:

Steph Karras (SK)

Item No.	Item	Action	Action by
1. Welcome	Welcome by the Chairperson.	N/A	JB
2. Previous minutes	Previous meeting minutes No. 21 agreed upon and adopted.	Minutes confirmed.	ALL
3. Actions from previous meeting	No update on tree planting days calendar.	N/A	
4. Update on current status and timelines of Tree Protection Local Law	<ul style="list-style-type: none"> Upcoming key dates for the Tree Protection Local Law: <ul style="list-style-type: none"> Executive Management Team (EMT) briefing on 15 June Council Briefing Session (CBS) on 4 July. SAC to receive relevant documents and provide input, suggestions and make changes to elements. Council meeting on 25 July. Once passed, will go out for community consultation. Methods to influence Councillors were discussed: <ul style="list-style-type: none"> JS suggested a coordinated approach in the week or two prior to the Council meeting. JB suggested creating a change.org petition. RG advised that phone 	<ul style="list-style-type: none"> JB to speak with Luke Mullen (Manager Regulatory Services) and circulate the details of the local law to the SAC (which will include tree diameter minimums etc.). After the CBS briefing on 4 July, JB will circulate the document that was presented to the SAC. JB to share with SAC the cost of undertaking LGA tree surveys/audits 	<p>JB</p> <p>JB</p> <p>JB</p>

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ORDINARY COUNCIL MEETING - AGENDA

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

	<p>calls are the most effective method to contact Councillors and that excessive communication will mean they will bring the issue to the council meeting.</p> <ul style="list-style-type: none"> - JB encouraged having a large presence of people in the gallery at the council meeting. 10-15 people would be great, that is probably the max. of the gallery with potential to open up the adjoining meeting room to cater for more. - RG suggested some media coverage on the topic prior to the council meeting. • Discussion from group around tree loss data in CGD. • RG asked about data on prospective tree loss in CGD, particularly central Dandenong. JB suggested this data may exist in percentage of canopy cover loss. - BC advocated for a comprehensive tree survey for logging all trees. JB budget is tight to undertake this, however a tree audit is planned for the next financial year which won't be as comprehensive but will be a tool for advocacy. - BC would like to see a comparison of what tree/canopy surveys have already been done. - RG suggested citizen science activities, a method of engaging with the community whilst collecting valuable data - JB can we start leveraging off other bodies to undertake this work (universities?). • JS, BC & JB – changing the lingo from 'tree huggers' to 'Tree stewards/custodians'. 		
5. Biodiversity	<ul style="list-style-type: none"> • Biodiversity Corridor. JB's 	<ul style="list-style-type: none"> • JB to share his biodiversity corridor 	JB

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ORDINARY COUNCIL MEETING - AGENDA

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

Corridor	<p>vision:</p> <ul style="list-style-type: none"> - Geographic corridor primarily east west and linking up with the Ramsar Wetlands. - Looking at carbon sequestration as part of this and earning carbon credits (through rehabilitation, planting, auditing soil carbon etc.). - Involving Melbourne Water. - Would be a first of its kind for local governments in Australia. - JB presented the Biodiversity Corridor to Councillors at the recent strategic day, highlighting that a corridor would deliver many outcomes e.g. dealing with feral animals, integrating the Green Wedge Management Plan and many other council plans. • GP noted this is an opportunity to bring in many organisations. • RB suggested partnership with City of Kingston, JB agreed. • Biodiversity Action Plan. <ul style="list-style-type: none"> - Looking to be adopted by Council in July. - RG noted Councillors have been briefed on the plan. 	<p>presentation (that was presented to councillors) with the SAC at the July meeting.</p> <ul style="list-style-type: none"> • JB to follow up with Jack / Phoenix regarding the feedback for the Greater Dandenong Environment Group are awaiting comment on. • RG to speak with her contacts at Monash University (in particular the Head of Monash Environment Group) to gauge interest in partnering for the biodiversity corridor project. 	<p>JB</p> <p>RG</p>
6. Engagement with Dandenong Primary School	<ul style="list-style-type: none"> • BC currently awaiting response from the school. • Initial conversation from the school alluded that they were happy to do something with the land. • Next steps would be the school being put in touch with the CGD Parks and Horticulture team. • JB suggested the school could consider undertaking this development themselves as a school project. • JS suggested registering for the 'Adopt a Park' program and Gardens for Wildlife. • Questions surrounding a planning permit erected 	Discuss BC's engagement with Dandenong Primary School at the July SAC meeting.	BC/ALL

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ORDINARY COUNCIL MEETING - AGENDA

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

	<p>near the Herbert Street pocket park, BC wondered if they plan to cut the trees down here.</p> <ul style="list-style-type: none"> JB shared his discussions with an ex-manager of the street tree program at Bayside Council. He noted their (longstanding) local law is not without its conflict even there. Their law requires a developer to replace any removed trees with matured trees and were required to pay for the value of the original tree (say a higher value if it was 30 years old). 		
7. Sustainability Festival 2022	<ul style="list-style-type: none"> 390 Bike n' Blend smoothies made. 300 vegetable seedlings potted and given away and 108 Beeswax wraps made. 460 free meals and 100 ice-creams given away from two vendors. 64 seed sticks and 90 terrariums/bee hotels/bath bombs made Around 50 people engaged in the Clothes Swap. Overall a great day and thank you to those from the SAC who were involved and attended. Dandenong Market to be considered for host venue for 2023. 		
8. Other business/discussion time	<ul style="list-style-type: none"> BC is finding his local verges are being polluted with rubbish and asked if further engagement with the community can be undertaken to reduce this, a notice out with the rates? WP spoke about the Greening the West program run by the State Government to increase canopy cover. The group agree that this would be a valuable project in CGD. RG suggested advocating to Minister Lily D'Ambrosio and JB also suggested Melbourne Water. Keilor nursery 'Eco Dynamics' (WP partner company) can provide native trees to those interested. WP is about to start planting 400 trees around the SMART Recycling boundary. Tap 	<ul style="list-style-type: none"> BC to provide SK with more information regarding the verges litter he has seen, which will be passed onto the CGD Litter Prevention Team. For anyone interested in carbon sequestration and capture, please reach out to GP and he can share the plethora of information he has access to. SK to ask the CGD Bushlands team if they have any events planned for National Tree Day (31 July). 	<p>BC</p> <p>ALL</p> <p>SK</p>

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ORDINARY COUNCIL MEETING - AGENDA

4.3.3 Draft Minutes of Sustainability Advisory Committee Meetings - 7 July 2021, 1 September 2021, 10 November 2021, 9 March 2022, 11 May 2022 (Cont.)

	<p>WP on the shoulder if you have schools or organisations.</p> <ul style="list-style-type: none">• Phoenix Wolfe (Conservation Programs Officer) has a plan for the CGD Gardens for Wildlife program to provide videos on planting, education, upkeep to make sure trees planted in CGD survive.• 29 July is Schools Tree Day and 31 July is National Tree Day.• Some update on the proposed cemetery was provided<ul style="list-style-type: none">- It has been included in the state budget however a site doesn't currently exist.- JB has shared that Gabrielle Williams MP in a recent meeting with the CEO has made a statement promising to advocate for Greater Dandenong City Council in opposing the cemetery. The CEO advised of this at the last Council meeting and is on record.- BC shared concern for flooding and insurance of neighbouring houses. JB shared that the consultant is proposing that a better flood management than the existing natural flood plains is a benefit that will derive from their proposal.		
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If the details of the attachment are unclear please contact Governance on 8571 5235.

4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study

File Id:	A8960690
Responsible Officer:	Director Business, Engineering & Major Projects
Attachments:	Greater Dandenong Table Tennis Centre Feasibility Study – Summary Report

1. Report Summary

This report provides an overview of the Greater Dandenong Table Tennis Centre Feasibility Study which proposes the development of a new regional table tennis centre at the Tatterson Park, as an extension to the Springers Leisure Centre.

This proposed new centre will replace the existing facility that adjoins Dandenong Oasis and will incorporate a 24 table / court venue to support table tennis participation in Greater Dandenong and the surrounding region.

2. Recommendation Summary

This report recommends that the Greater Dandenong Table Tennis Centre Feasibility Study be endorsed by Council to enable the detail design and documentation process to proceed for the new table tennis centre, which is proposed as an extension to the Springers Leisure Centre at the Tatterson Park in Keysborough.

4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study (Cont.)

3. Background and Discussion

The Greater Dandenong Table Tennis Centre Feasibility Study has been developed to guide the proposed development of a new table tennis centre to replace the current venue that adjoins Dandenong Oasis, which will be decommissioned following the development of the Dandenong Wellbeing Centre. The existing venue is over forty years old and has a number of limitations that restricts the growth of the sport in the region.

The existing (and proposed) venue is home to the Greater Dandenong Table Tennis Association (GDTTA) which has over 300 members across pennant competition, junior academy / high performance programs, social members and special programs like SWISH Bind Table Tennis. GDTTA also facilitates an extensive school's program (with 100+ days of school bookings per annum) and hosts three annual tournaments.

The Feasibility Study found a strong demand for a larger 'regional' facility to accommodate the future growth of table tennis in the region, in response to an increased interest in the sport, untapped social use / participation, population growth and the cultural mix of Greater Dandenong. More specifically, a 24 table / court regional venue is proposed, with supporting infrastructure and the potential to expand into adjoining indoor multiuse courts to cater for large tournaments and competitions. (The current venue has 16 tables.)

The demographic profile of the municipality and the popularity and high participation rates of table tennis amongst some of the large cultural groups, indicates that the sport has capacity to attract an increased number of residents from Greater Dandenong and surrounding municipalities. More specifically the Study forecast membership numbers in excess of 600 (plus additional school use, casual public hire and tournaments) in line with other purpose-built regional table tennis centres.

The Feasibility Study included a detailed site investigation, which identified Springers Leisure Centre (at the Tatterson Park) as the preferred site for the new table tennis centre. This was due to a range of factors including its location within a high GDTTA member area, accessible location, capacity to host major events / tournaments, compatibility with other sporting activities, favourable site conditions and synergies with existing infrastructure – resulting in the lowest capital development cost out of all potential site options.

4. Proposal

The Greater Dandenong Table Tennis Centre Feasibility Study proposes the development of a new regional table tennis centre at the Tatterson Park in Keysborough, as an extension to Springers Leisure Centre.

The new centre will include 24 tables / courts ('representative standard') with moveable barriers to accommodate larger courts and international standards as required. A range of supporting facilities will also be provided (i.e. office, meeting room, storage and spectator area) which will be complemented by existing facilities at the leisure centre such as lobby / entry, canteen, amenities, first aid room etc. Co-locating the facility with existing multi-use sports courts will provide additional capacity for the centre to host major tournaments.

4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study (Cont.)

The new centre is forecast to attract an average of 94,743 visits per annum and will be managed by South East Leisure (SEL) as part of Springers Leisure Centre operations. Under the proposed management model, the GDTTA will enter into a licence agreement with SEL, which will detail the roles and responsibilities of both parties. The centre is estimated to generate a net present value of \$6.44 million (over a 10 year period), in addition to \$8.35 million in regional economic benefits and \$3.79 million in indirect health benefits.

5. Financial Implications

The financial implications associated with this report involve a cost in the current financial year of \$440,000 to commence the detailed design and documentation of the proposed new Centre, which is included in Council's approved 2022/23 budget.

An indicative cost estimate of \$9.13M (excluding GST) has been identified for the construction of the proposed table tennis centre. However, this high-level cost estimate will be subject to further analysis through the detailed design process.

The development of the new table tennis centre is included in Council's long term financial plan. However, a final decision to commence construction of the new centre will be subject to a further Council Report, after the completion of the detailed design process and based on an updated cost plan. External funding support will also be sought for the project.

6. Consultation

The development of the Greater Dandenong Table Tennis Centre Feasibility Study has involved extensive community and stakeholder consultation that has been undertaken in accordance with Council's Community Engagement Policy under the *Local Government Act 2020* and Council's Community Engagement Planning Framework.

The Feasibility Study was undertaken in collaboration with key stakeholders including representatives from the Greater Dandenong Table Tennis Association (GDTTA), Table Tennis Victoria (TTV), Sport and Recreation Victoria and South East Leisure. Two separate rounds of community consultation were also undertaken, which are summarised below.

1. Round 1: Residents from Greater Dandenong and the broader region were invited to participate in an on-line community survey from April to May 2021. A total of 235 responses were received that helped to inform the draft Feasibility Study.
2. Round 2: A draft Summary Paper containing the key findings of the Feasibility Study was placed on public exhibition for a four-week period from 19 April to 17 May 2022. A total of 17 submissions were received, which were generally supportive of the key findings and recommendation for a new centre at Springers Leisure Centre.

4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study (Cont.)

7. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Great Dandenong is a home to all.
It's a city where you can enjoy and embrace life through celebration and equal opportunity.
We harmonise the community by valuing multiculturalism and the individual.
Our community is healthy, vibrant, innovative and creative.
Our growing city is committed to environmental sustainability.
Welcome to our exciting and peaceful community.*

7.1 Community Vision 2040

This report is consistent with the Community Vision 2040 and its accompanying principles:

- Safe and peaceful community
- Embrace diversity and multiculturalism
- Mind, Body and Spirit.

7.2 Council Plan 2021-25

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 strategic objectives:

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

8. The Overarching Governance Principles of the *Local Government Act 2020*

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles.

The Greater Dandenong Table Tennis Centre Feasibility has considered the requirements of the *Local Government Act 2020* and overarching governance principles. This has included:

- Consideration of the effects of the proposed new table tennis centre on members of the community (and the local association) resulting in two separate rounds of community consultation to help inform the Study (as outlined in Section 6 of this report). Additionally, Council has collaborated with representatives from the Victorian Government (Sport and Recreation Victoria), in addition to local and state sporting associations (GDTTA and Table Tennis Victoria).

4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study (Cont.)

- Alignment with Council's Community Vision and Council Plan (as outlined in the Strategic Review section of the Feasibility Report), in addition to other relevant strategies from Council, the Victorian Government and peak sporting bodies.
- The provision of equitable, accessible and responsive community services and facilities, in response to limitations with the existing facility, a detailed needs analysis and industry best practice.
- Transparent processes involving key stakeholders and including the public exhibition (and promotion) of the draft Feasibility Study / Summary Paper.
- Consideration of existing and future budgets, with an emphasis on affordable capital developments and ongoing financial sustainability (as outlined in Section 5 of this report).

9. Victorian Charter of Human Rights and Responsibilities

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

The *Charter of Human Rights and Responsibilities Act 2006* has been considered in the preparation of this report but is not relevant to its contents.

10. The Gender Equality Act 2020

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires Councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

Council's Diversity, Access and Equity Policy and the *Gender Equality Act 2020* have been considered in the preparation of this report and the need for a Gender Impact Assessment has been identified for completion during the detailed design and documentation phase of the project.

11. Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy 2020-2030 and the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability have been considered in the preparation of this report and an allowance for ESD initiatives has been included in the cost plan for

4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study (Cont.)

the development of the new centre. Additionally, the detailed design and documentation of the new table tennis centre (to be undertaken in 2022/23) will include a range of ESD measures to ensure compliance with Council's Sustainable Buildings Policy.

12. Related Council Policies, Strategies or Frameworks

The Greater Dandenong Table Tennis Centre Feasibility Study is supported by the Make Your Move Greater Dandenong Physical Activity Strategy 2020-2030, in particular Strategy 4: Create environments that encourage and support our community to be physically active.

13. Conclusion

The Greater Dandenong Table Tennis Centre Feasibility Study has been developed in collaboration with key stakeholders to determine the demand, projected use, facility scope, capital cost and operating model for a new table tennis centre. The study involved two separate rounds of community consultation (plus ongoing stakeholder engagement) and recommends the development of a new regional table tennis centre at Tatterson Park (as an extension to Springers Leisure Centre) to cater for the future growth of the sport in the region.

14. Recommendation

That Council:

- 1. endorse the key findings of the Greater Dandenong Table Tennis Centre Feasibility Study, as outlined in the accompanying Summary Report**
- 2. proceed with the detail design and documentation of the proposed new table tennis centre as an extension to Springers Leisure Centre, at Tatterson Park in Keysborough.**

4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study (Cont.)

OTHER

GREATER DANDENONG TABLE TENNIS CENTRE FEASIBILITY STUDY

ATTACHMENT 1

**GREATER DANDENONG TABLE TENNIS
CENTRE FEASIBILITY STUDY – SUMMARY
REPORT**

PAGES 12 (including cover)

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

4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study (Cont.)

GREATER DANDENONG TABLE TENNIS CENTRE
FEASIBILITY STUDY SUMMARY REPORT



JULY 2022



GREATER
DANDENONG
City of Opportunity



OTIUM
Planning group
SPORT + LEISURE

Prepared by Otium Planning Group Pty Ltd
www.otiumplanning.com.au

4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study (Cont.)

THE PROJECT

The Greater Dandenong Table Tennis Centre Feasibility Study has investigated the development of a new table tennis centre to replace the current venue that adjoins Dandenong Oasis, which will be decommissioned following the development of a new aquatic centre.

The Feasibility study provides a clear direction for the future development of a new regional table tennis centre in Greater Dandenong, including identifying the most appropriate location, facility scope, capital cost and operating model for the proposed facility.

The Feasibility Study has involved an extensive market research, an exploration of issues and development options, a detailed site assessment, preparation of a financial operating model and an assessment of social and economic benefits. The study has also involved an engagement process with community and key stakeholders including the Greater Dandenong Table Tennis Association, Table Tennis Victoria and Sport and Recreation Victoria.

This Summary Paper outlines the key findings and proposes the development of a regional 24-court table tennis hall to support table tennis participation in Greater Dandenong and the surrounding south east region.

The project involved the following stages.



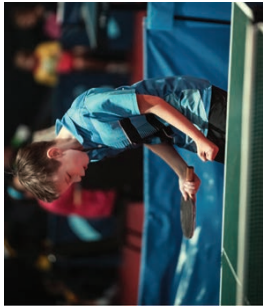
4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study (Cont.)

WHY DO WE NEED A NEW
REGIONAL TABLE TENNIS CENTRE?

Greater Dandenong Table Tennis Association need a new home

The current facility is over forty years old and has several limitations that restricts the future growth and development of the sport in the region. The size and capacity of the existing facility limits the number of tables / courts that can be provided which impacts the ability for the Centre to be a 'regional' facility and attract/host major tournaments and events. Additionally, the facility does not meet modern standards and would require significant improvements to provide an inclusive environment and maximise access and participation for all.

The existing Greater Dandenong Table Tennis Centre is co-located with Dandenong Oasis and is proposed for decommissioning following the development of a new aquatic centre at Mills Reserve (in accordance with the municipal Aquatic Strategy).



Strategic support for a Regional Table Tennis Centre in Greater Dandenong

Previous consultation undertaken as part of 2016 and 2019 feasibility planning indicated a strong demand for a regional table tennis centre in Greater Dandenong. The proposed facility would provide an increase on the 16 tables / courts currently provided to accommodate the growth in table tennis participation and would enable large tournaments and competition to be held in the region. The predicted participation growth would be realised through population growth and a diverse cultural community where high proportions of people from Greater Dandenong are born overseas from countries where table tennis is a popular sport.

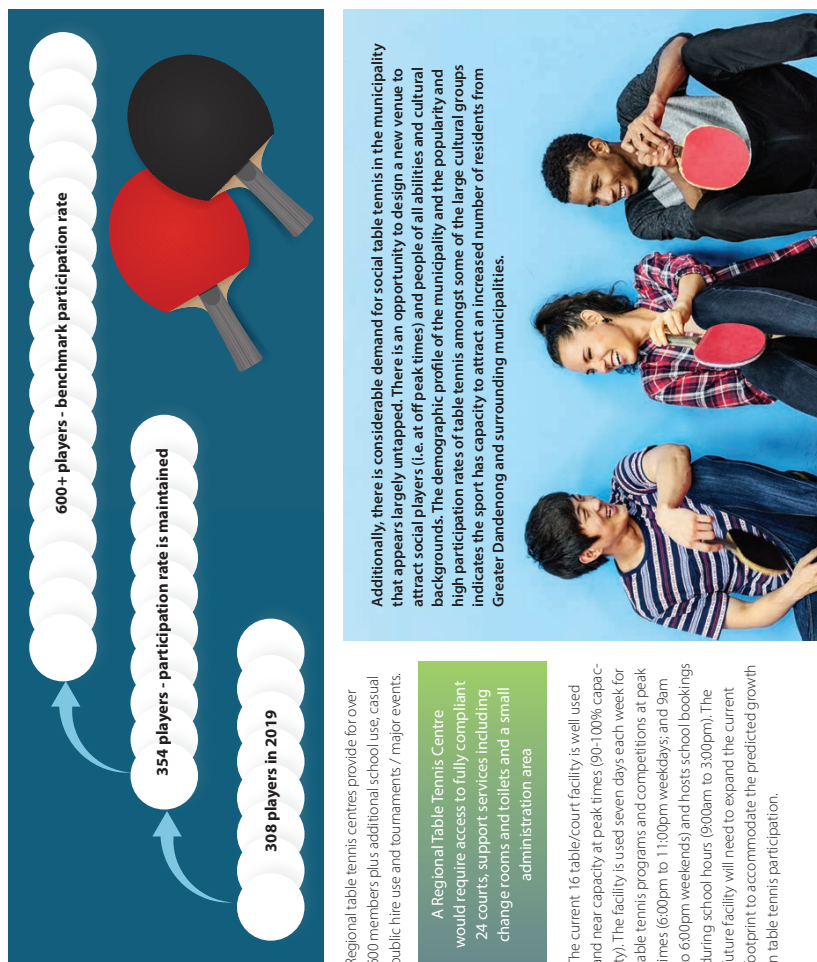
The proposed table tennis centre and expanded number of tables would make participation more accessible and align with Greater Dandenong's Make Your Move Physical Activity Strategy, by creating an environment that encourages and supports the community to be physically active.



State, National and International table tennis bodies support the development of a regional table tennis centre in Greater Dandenong. This is shown in their respective strategic plans and letters of support received for the project.



4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study (Cont.)



Growing demand for Table Tennis in Greater Dandenong

The Greater Dandenong Table Tennis Association (GDTTA) has over 300 members across Pennant competition, junior academy and high-performance programs, social members and special programs like SWISH Blind Table Tennis and the junior holiday program. An extensive schools program is also provided that has grown by 18% in the last three years and involves 100+ days of school bookings. The school program caters for interschool table tennis competitions for both public schools through School Sports Victoria and private schools through the Associated Private Schools Sports. The Association also hosts three annual tournaments including Dandenong Open attracting 350 participants, Dandenong Closed Tournament attracting 200 participants and the Asian Games attracting 120 participants. Members come from a regional catchment area that covers the Greater Dandenong and into the surrounding municipal areas of Casey, Monash, Kingston and Knox. This is demonstrated by the post code and travel distance catchment maps. Suburbs recording the highest GDTTA memberships were Keysborough, Noble Park and Mulgrave followed by Dandenong and Endeavour Hills. If the current participation rates are maintained, the GDTTA will grow from 308 members in 2019 (ERP 168,201 people) to 354 members in 2031 (ERP 193,592 people). An additional 46 members in the next 10 years. However, if a new purpose-built facility was provided with additional tables it is anticipated that the Greater Dandenong Table Tennis Centre would achieve similar participation figures to other regional centres.

4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study (Cont.)



4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study (Cont.)



Opportunity to expand operations and host major tournaments

The development of a regional table tennis facility that accommodates both regional programming and major tournaments and is supported by a Centre Management model would optimise the use of the facility and provide a range of benefits for the sport and the wider community.

The co-location of the regional table tennis centre with an existing indoor sports hall will mean the venue can host major tournaments.

Table Tennis has a considerable impact on community and social development

The City of Greater Dandenong is growing with an additional 25,391 people predicted in the next 10 years, growing from an estimated resident population of 168,201 people in 2019 to 193,592 people in 2031. Two thirds of the population are aged in the most active years age groups between 5 and 49 years. This young and growing population will fuel the demand for sports in the next 10 years. We can expect table tennis participation to grow in line with population growth.

Greater Dandenong is one of the most culturally diverse communities in Australia with two thirds (64%) of the population born overseas and representing 157 countries. A high number of residents originate from countries where table tennis is the sport of choice (i.e. China, India,




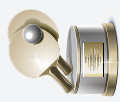


Sri Lanka and Vietnam), which indicates a high ongoing demand for access to quality, purpose-built table tennis facilities that can cater for all levels of interests and abilities.

Participation in table tennis is usually relatively affordable when compared to other sport and recreation opportunities. In a population with low incomes and low sports participation levels such as Greater Dandenong, access to affordable sporting opportunities is essential.

Supporting increased sports participation through table tennis will provide significant benefits to the Greater Dandenong community, especially for residents with high unemployment and low incomes. The provision of more tables and increased hours of operation will also improve access and participation amongst residents who experience low levels of engagement and participation (which is significantly lower than other municipalities).

Community seek access to more tables

The feasibility study has been informed by community and stakeholder consultation, including an online community survey which received 235 responses. Key findings included:

 <p>Most respondents attend the Greater Dandenong Table Tennis Centre because the Centre is easy to get to, close to home or within their local area.</p> <p>The level of competition and meeting new people were also key reasons.</p>	 <p>Most respondents participate at least twice a week (51.3%) or at least once a week (42%).</p>
 <p>Most respondents are prepared to travel 5 to 20km to a table tennis centre.</p>	 <p>Most respondents participated in Pennant Competition (77.3%).</p>
 <p>The key barriers to participation were not enough tables / courts and family commitments.</p>	 <p>'More tables' was the overwhelming number one priority for a new centre. Improved change rooms, toilets and kiosk / cafe were the next most important features.</p>

4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study (Cont.)

WHAT IS PROPOSED?

Facility components

The following key facility components are proposed for the facility.



Table Tennis Hall

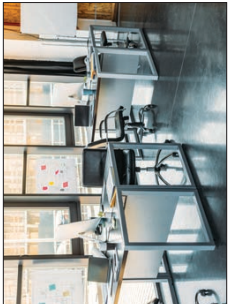
- 24 tables / courts ('representative' standard) with moveable barriers to accommodate larger courts and international standards as required.
- Circulation with bench seating for competitors and spectators. Capacity to temporary seating to support larger events when required.
- Storage area for tables and equipment.
- PA system.
- Climate control.

- Front of House**
- Potential to share space as part of a larger / existing centre.
- Lobby / entry.
 - Canteen / kiosk with lounge spectator seating area (lounge).
 - Male, female, accessible changerooms and amenities.
 - First aid room.
 - Small strength, conditioning and stretching area.
 - Cleaners room.



Administration Space

- Dedicated CDTA office space.
- Meeting room.
- Office storage.



Precinct

- Access to sufficient car parking.
- Accessible parking.
- Bus drop-off area.

The facility will be co-located with an existing indoor sports hall to provide additional capacity to host major tournaments

4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study (Cont.)

WHERE WILL IT BE LOCATED

A detailed site assessment was undertaken for potential sites for the Regional Table Tennis Centre. The site analysis reviewed the site's suitability and response to key success criteria.



The following attributes supports Springs Leisure Centre as the preferred site for the Regional Table Tennis Centre:

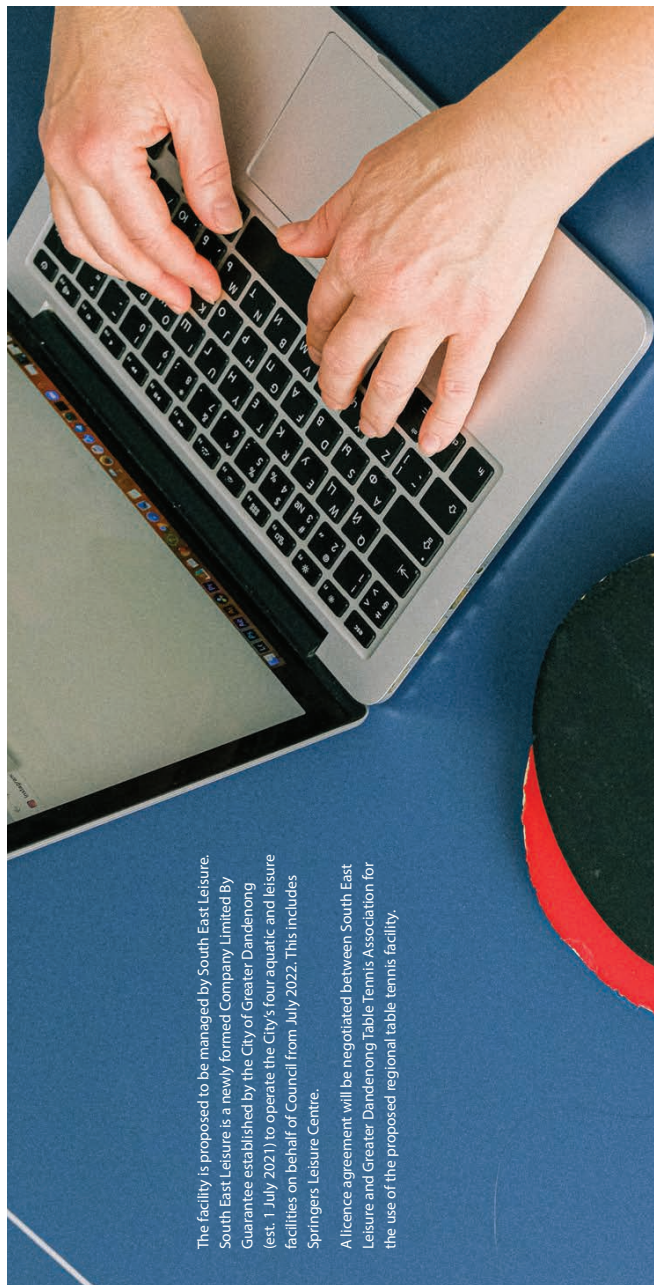
- Springs Leisure Centre is within a high GDTA member area and can support a regional catchment area serviced by major arterials running north south and east west.
- The land has the capacity for the proposed facility and the ability to cater for major tournaments and the accompanying car parking requirement.

- The indoor courts would provide existing facilities that can accommodate expansion for major tournaments and events.
- The Centre has been designed for future expansion and has existing facilities that can accommodate shared use.
- The table tennis centre fits with the profile of the sporting precinct and complements other sports at the Centre and reserve.
- The planning zone and overlays support the development of the table tennis centre on the site. The site is flat and is not subject to inundation, environmental or aboriginal cultural heritage significant areas.
- There is no participation risk that may result from a displacement for a two-year construction period.
- The proposed development is the lowest capital development cost out of all options and is therefore the most likely to be developed within the required timeframe.



4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study (Cont.)

HOW WILL IT BE MANAGED?



The facility is proposed to be managed by South East Leisure. South East Leisure is a newly formed Company Limited By Guarantee established by the City of Greater Dandenong (est. 1 July 2021) to operate the City's four aquatic and leisure facilities on behalf of Council from July 2022. This includes Springers Leisure Centre.

A licence agreement will be negotiated between South East Leisure and Greater Dandenong Table Tennis Association for the use of the proposed regional table tennis facility.

4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study (Cont.)

WARRANTIES AND DISCLAIMERS

The information contained in this report is provided in good faith. While Otium Planning Group has applied their own experience to the task, they have relied upon information supplied to them by other persons and organisations.

We have not conducted an audit of the information provided by others but have accepted it in good faith. Some of the information may have been provided in confidence and as such these venues or sources of information are not specifically identified. Readers should be aware that the preparation of this report may have necessitated projections of the future that are inherently uncertain and that our opinion is based on the underlying representations, assumptions and projections detailed in this report.

There will be differences between projected and actual results because events and circumstances frequently do not occur as expected and those differences may be material. We do not express an opinion as to whether actual results will approximate projected results, nor can we confirm, underwrite or guarantee the achievability of the projections as it is not possible to substantiate assumptions which are based on future events.

Accordingly, neither Otium Planning Group, nor any member or employee of Otium Planning Group, undertakes responsibility arising in any way whatsoever to any persons other than client in respect of this report, for any errors or omissions herein, arising through negligence or otherwise however caused.



4.3.4 Greater Dandenong Table Tennis Centre Feasibility Study (Cont.)



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4.3.5 CEO Employment and Remuneration Update

File Id: A8987316
Responsible Officer: Manager Governance
Attachments:

Report Summary

The current contract of employment for Council's Chief Executive Officer (CEO), John Bennie PSM expires on 30 November 2022. Mr Bennie has indicated that he is not seeking a further contract term. This report outlines the steps and decisions taken by the CEO Employment and Remuneration Committee (CEOERC) to commence a recruitment process for a new CEO and for the engagement of an Independent Advisor to help support the work of the CEOERC.

Council's CEO Employment and Remuneration Policy, which was developed under the *Local Government Act 2020* (the Act), outlines the steps Council must take to commence a recruitment process for a new CEO. A number of these steps have already been satisfied as follows:

The CEOERC has:

- conducted a selection process to engage an Executive Search Consultant to work with Council to recruit a new CEO; and
- also conducted a separate selection process to engage an Independent Advisor to help support the work of the Committee to manage the employment relationship of the CEO.

Recommendation Summary

This report recommends that Council endorses steps and decisions already made by the CEOERC to:

1. engage McArthur Management Services to assist Council to recruit a new CEO including agreement with the associated recruitment critical activities and timeframes; and
2. engage Margaret Devlin from the Centre For Organisation Development (CFOD) as the Independent Advisor to the CEOERC for an initial period of 12 months.

4.3.5 CEO Employment and Remuneration Update (Cont.)

Background and Discussion

The Council (consisting of 11 Councillors) is responsible for the appointment of the Chief Executive Officer (CEO), determining (with the CEO) the CEO's Performance Plan, assessing the CEO's performance against that plan and determining the CEO's contract conditions including remuneration. The CEO Employment and Remuneration Policy was developed as a requirement of the *Local Government Act 2020* to support all matters relating to CEO employment, recruitment and remuneration.

The CEO Employment and Remuneration Policy was endorsed by Council on 13 December 2021 and provides guidance on managing the employment relationship of the CEO. It includes, but is not limited to, the following matters:

- a. the recruitment and appointment of the Chief Executive Officer;
- b. approving the Contract of Employment entered into between Council and the Chief Executive Officer;
- c. the provision of independent professional advice in relation to the matters dealt within the policy;
- d. the monitoring of the Chief Executive Officer's performance;
- e. an annual review of the Chief Executive Officer's performance; and
- f. determining the Chief Executive Officer's remuneration.

The responsibility for assisting Council with its obligations regarding CEO employment, performance and remuneration will be delivered through the CEOERC which is comprised of a minimum of the Mayor and two Councillors. There are currently eight Councillors including the Mayor that comprise this committee.

The work undertaken by the CEOERC is supported by an Independent Advisor who is responsible for providing independent professional advice in relation to matters dealt with under the policy.

Recruitment of CEO

To assist the recruitment of a new CEO the CEOERC sought proposals from a number of suitably qualified and experienced executive recruitment service providers to advertise and recruit for the position of Chief Executive Officer. All members of the CEOERC were invited to participate in selection interviews. Following this process, the members of CEOERC agreed that McArthur Management Services was best placed to assist Council to recruit a new CEO.

McArthur Management Services proposed the following key timeframes for the recruitment process. Members of the CEOERC were in agreement and accepted the timeframes as proposed below. The recruitment timeframes were provided to all Councillors for information and comment.

1. Recruitment - Critical Activities and Timeframes

CRITICAL ACTIVITIES ACTION	DATE
Briefing (CGD involvement)	5.30pm, Thursday 21 July 2022

4.3.5 CEO Employment and Remuneration Update (Cont.)

Preparation of draft advertisement	Friday 22 July 2022
Draft advertisement approved (CGD involvement)	Monday 25 July 2022
Recruitment advertisement runs	Friday 29 July 2022
Deadline for response	Monday 22 August 2022
Long list decided (CGD involvement)	Week commencing 22 August 2022 (possibly Tuesday 23 August 2022)
Long list interview and assessment by McArthur	Week commencing 22 August 2022
Short list selected (CGD)	Week commencing 29 August 2022
Panel interviews	Week commencing 5 September 2022
2nd Interviews/Presentations	Week commencing 12 September 2022
References and offer	Week commencing 12 -19 September 2022
Start date	1 December 2022

2. Engagement of Independent Advisor

The Independent Advisor is responsible for providing independent professional advice to the CEOERC in relation to matters dealt with under the policy in accordance with section 45(2)(a) of the Act.

The Independent Advisor is to be appointed on the recommendation of the CEOERC following a process to seek experienced and suitably qualified persons but must not be the Executive Search Consultant appointed by Council to assist in the recruitment process.

Two proposals were sought by the CEOERC for suitably qualified and experienced persons to be engaged by Council as the Independent Advisor. Members of the CEOERC were then invited to participate in interviews and make a recommendation. Following the selection process, it was agreed that Margaret Devlin from the Centre for Organisation Development be engaged for a period of 12 months to support the work of the CEOERC.

Proposal

The requirements of the CEO Employment and Remuneration Policy have been met and the engagement of McArthur Management Services and Margaret Devlin from the Centre for Organisation Development can proceed.

Financial Implications

Resource requirements are in accordance with existing budgetary allocations.

4.3.5 CEO Employment and Remuneration Update (Cont.)

Consultation

The members of the CEOERC were all invited to participate in the selection of the Executive Search Consultant and the role of Independent Advisor. All Councillors were invited to attend a briefing session with Fiona Bain from McArthur Management Services held on Thursday 21 June 2022.

Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Greater Dandenong is a home to all.
It's a city where you can enjoy and embrace life through celebration and equal opportunity.
We harmonise the community by valuing multiculturalism and the individual.
Our community is healthy, vibrant, innovative and creative.
Our growing city is committed to environmental sustainability.
Welcome to our exciting and peaceful community.*

The Overarching Governance Principles of the *Local Government Act 2020*

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles. In particular, proposal in this report complies with the following governance principles:

- Council decisions have been made and actions taken in accordance with the relevant law;
- priority has been given to achieving the best outcomes for the municipal community, including future generations;
- innovation and continuous improvement will be pursued throughout the process;
- the ongoing financial viability of the Council will always be considered and ensured; and
- the transparency of Council decisions, actions and information will be ensured.

Victorian Charter of Human Rights and Responsibilities

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

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

The *Gender Equality Act 2020*

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

4.3.5 CEO Employment and Remuneration Update (Cont.)

This proposal does not have a direct and significant impact on members of the Greater Dandenong community therefore a gender impact assessment is not required. The topic of this report is purely administrative in nature and does not benefit any one gender group over any other.

Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy 2020-2030 and the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability have been considered in the preparation of this report but are not relevant to its contents.

Related Council Policies, Strategies or Frameworks

Council's CEO Employment and Remuneration Policy is relevant to this proposal.

Recommendation

That Council:

- 1. resolves to endorse previous decisions made by the Chief Executive Officer Employment and Remuneration Committee (CEOERC) to engage McArthur Management Services to assist Council to recruit a new CEO as per the agreed associated recruitment critical activities and timeframes; and**
- 2. resolves to endorse previous decisions made by the CEOERC to engage Margaret Devlin from the Centre for Organisation Development (CFOD) as the Independent Advisor to the CEOERC for an initial period of 12 months.**

4.3.6 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings

File Id: fA25545

Responsible Officer: Manager Governance

1. 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 Council meetings.

The matters listed in this report were presented to Councillor Briefing Sessions & Pre-Council Meetings during the period 1-8 August 2022.

2. Recommendation Summary

This report recommends that the information contained within it be received and noted.

4.3.6 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings (Cont.)

3. Background

The Executive Management Team and associated staff at Greater Dandenong City Council host Councillor Briefing Sessions and Pre-Council Meeting on a regular basis (weekly) to inform Councillors about the work officers are undertaking, share information, obtain feedback and discuss strategies and options for current and future work.

To ensure transparency in this process matters discussed at Councillor Briefing Sessions and Pre-Council Meetings (other than those matters designated to be confidential under the *Local Government Act 2020*) are reported on at Council meetings. This report represents matters discussed at the Councillor Briefing Sessions & Pre-Council Meetings during the period 1-8 August 2022.

4. Matters Presented for Discussion

Item		Councillor Briefing Session/Pre-Council Meeting
1.	<p><i>Housing Options in Greater Dandenong</i></p> <p>Councillors, Council officers spent the evening with key industry stakeholders including Homes Victoria, National Affordable Housing Victoria, WAYSS and Launch Housing. Key themes discussed were social and affordable housing, rooming houses and homelessness in Greater Dandenong along with housing initiatives, partnerships and client demographics and the different models, challenges and opportunities the municipality faces.</p>	<i>Councillor Briefing Session – 1 August 2022</i>
2.	<p><i>General Discussion</i></p> <p>Councillors and Council officers briefly discussed the following items:</p> <ul style="list-style-type: none">a. the implementation of a new proposal - Operation Safer Streets;b. the level of Council support provided to material aid organisations both within and outside of Greater Dandenong;c. CONFIDENTIAL - the current status of a contractual matter being dealt with in relation to works in Dandenong;d. a temporary mobile CCTV camera in Stud Road reducing instances of dumped rubbish and a possible continued program in the future;	<i>Pre-Council Meeting – 8 August 2022</i>

4.3.6 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings (Cont.)

	<p>e. a proposed financial review of Council after discussion of the year end cash result; and</p> <p>f. Agenda items listed for the Council Meeting of 8 August 2022.</p>	
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5. Apologies

- Councillors Tim Dark, Jim Memeti, Angela Long and Sophie Tan submitted apologies for the Councillor Briefing Session held on 1 August 2022.
- Councillors Angela Long, Jim Memeti and Loi Truong submitted apologies for the Pre-Council Meeting on 8 August 2022.

6. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Great Dandenong is a home to all.
It's a city where you can enjoy and embrace life through celebration and equal opportunity.
We harmonise the community by valuing multiculturalism and the individual.
Our community is healthy, vibrant, innovative and creative.
Our growing city is committed to environmental sustainability.
Welcome to our exciting and peaceful community.*

6.1 Community Vision 2040

This report is consistent with the Community Vision 2040 and its accompanying principles:

- Safe and peaceful community
- Sustainable environment.

6.2 Council Plan 2021-25

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 strategic objectives:

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

4.3.6 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings (Cont.)

7. The Overarching Governance Principles of the *Local Government Act 2020*

Section 9 of the *Local Government Act 2020* (LGA2020) states that a Council must in the performance of its role give effect to the overarching governance principles.

Reporting on matters discussed at Councillor Briefing Sessions and Pre-Council Meetings gives effect to the overarching governance principles (in particular, section 9(i) of the *Local Government Act 2020*) in that the transparency of Council actions and information is ensured.

8. Victorian Charter of Human Rights and Responsibilities

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

9. The *Gender Equality Act 2020*

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

Council's Diversity, Access and Equity Policy and the *Gender Equality Act 2020* have been considered in the preparation of this report but are not relevant to its contents because it is a reporting mechanism only. The report does not have the potential to influence broader social norms and gender roles nor does it benefit any one gender group over any other.

10. Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

This report has no impact on Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy 2020-2030 or the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability because it is purely administrative in nature and is a reporting mechanism only.

4.3.6 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings (Cont.)

11. Recommendation

That:

- 1. the information contained in this report be received and noted; and**
- 2. the information discussed at the above listed Pre-Council Meeting held on 8 August 2022 that was declared confidential under section 3(1) of the *Local Government Act 2020* in Item 2(c) above remains confidential until further advisement unless that information forms the subject of a subsequent Council report.**

4.3.7 Mandatory Amendments to Council's Governance Rules

File Id:	A9017259
Responsible Officer:	Manager Governance
Attachments:	Amended Governance Rules

Report Summary

The *Regulatory Legislation Amendment (Reform) Act 2022* received Royal Assent on 29 March 2022 and includes reforms relating to virtual Council meetings along with a number of other amendments. These reforms will be incorporated into the *Local Government Act 2020* and from 2 September 2022, councils will be able to conduct virtual meetings in accordance with their Governance Rules on a permanent basis. Council must therefore amend its Governance Rules to accommodate the new legislation before 2 September 2020.

Recommendation Summary

This report recommends that Council notes that no submissions were received during the period of public consultation and that the amendments highlighted in the Governance Rules, which accord with the requirements of new legislation and are highlighted in red in Attachment 1 to this report, be endorsed.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

Background and Discussion

During the COVID-19 pandemic lockdowns, Councils across Victoria were permitted to conduct virtual (or remote) Council Meetings in accordance with the *Omnibus (Emergency Measures) Act 2020* and the temporary provisions of Part 12 of the *Local Government Act 2020*.

The *Regulatory Legislation Amendment (Reform) Act 2022* subsequently received Royal Assent on 29 March 2022 and includes reforms relating to virtual Council meetings along with a number of other amendments. The reforms which this report relates to will be incorporated into Division 2, Part 3 of the *Local Government Act 2020* (the Act) from 2 September 2020 and pertain to the procedures for Council decision making, including the holding of meetings (being council meetings, joint meetings of councils, delegated committee and joint delegated committee meetings).

From the 2 September 2022, councils across Victoria will be able to conduct virtual meetings in accordance with their Governance Rules on a permanent basis. Council must therefore amend its Governance Rules to accommodate the new legislation before that time.

Council must amend the Governance Rules in accordance with section 60(4) the Act and follow a process of community engagement (see section 6 below).

Proposal

The amended Governance Rules provided in Attachment 1 to this report have had the required amendments added and are highlighted in red. (Only Chapter 2 and sections 4.2.2, 4.3, 4.5.8, 4.6.2, 4.10.2 and 4.20 of Council's Governance Rules are proposed to be amended.) Council is asked to endorse this new version of the Governance Rules. A further comprehensive review of the Governance Rules is scheduled to occur in 2024 prior to the 2024 council elections.

Financial Implications

There are no financial implications associated with this report. Advertising costs have been absorbed within existing allocated budgets.

Consultation

Council received legal advice from Maddocks and also Good Practice Guidelines from Local Government Victoria prior to amending its Governance Rules as provided in Attachment 1 to this report and highlighted in red.

Councillors were briefed on the mandatory amendments required to the Governance Rules at a Councillor Briefing Session held on 18 July 2022. Council subsequently opened the consultation period for amending the Governance Rules on Tuesday 26 July 2022 with a public notice in the Dandenong Journal and also on Council's website. The public notice invited any member of the public to make a comment or submission on the proposed amendments for consideration by Council prior to endorsement of the proposed changes. No comments or submissions were received by the consultation closing time of 5.00pm on Friday 12 August 2022.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Greater Dandenong is a home to all.
It's a city where you can enjoy and embrace life through celebration and equal opportunity.
We harmonise the community by valuing multiculturalism and the individual.
Our community is healthy, vibrant, innovative and creative.
Our growing city is committed to environmental sustainability.
Welcome to our exciting and peaceful community.*

The Overarching Governance Principles of the *Local Government Act 2020*

Section 9 of the *Local Government Act 2020* states that a Council must, in the performance of its role, give effect to the overarching governance principles. The amendments to the Governance Rules comply with the following overarching governance principles.

- Council decisions are to be made and actions taken in accordance with the relevant law;
- the municipal community is to be engaged in strategic planning and strategic decision making;
- innovation and continuous improvement are to be pursued;
- collaboration with other Councils and Governments and statutory bodies is to be sought;
- regional, state and national plans and policies are to be taken into account in strategic planning and decision making; and
- the transparency of Council decisions, actions and information is to be ensured.

Also, in giving effect to the overarching governance principles above, the following supporting principles have been considered:

- the community engagement principles (section 56 of the Act);
- the public transparency principles (section 58 of the Act);
- the service performance principles (section 106 of the Act).

Victorian Charter of Human Rights and Responsibilities

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter).

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

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

The *Gender Equality Act 2020*

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services.

Council's Diversity, Access and Equity Policy and the *Gender Equality Act 2020* have been considered in the preparation of this report but are not relevant to its contents. The amendments made to the Governance Rules are purely administrative in nature and do not have the potential to influence broader social norms and gender roles. No gender group is benefited over another.

Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a "Climate and Ecological Emergency" and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

Amending the Governance Rules has no impact on Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy 2020-2030 or the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability.

Recommendation

That Council:

- 1. notes that no comments or submissions were received from members of the public in relation to the proposed amendments to Council's Governance Rules; and**
- 2. endorses the proposed amendments to Council's Governance Rules as provided in Attachment 1 to this report (and highlighted in red).**

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

OTHER

**MANDATORY AMENDMENTS TO
COUNCIL'S GOVERNANCE RULES**

ATTACHMENT 1

AMENDED GOVERNANCE RULES

PAGES 45 (including cover)

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

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

Governance Rules

Version 002, 22 August 2022



4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

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4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

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4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

CHAPTER 1 – INTRODUCTION

1.1 GOVERNANCE RULES AND THE LOCAL GOVERNMENT ACT 2020

Under the Local Government Act 2020;

- (1) A Council must develop, adopt and keep in force Governance Rules for or with respect to the following-
 - (a) the conduct of Council meetings;
 - (b) the conduct of meetings of delegated committees;
 - (c) the form and availability of meeting records;
 - (d) the election of the Mayor and the Deputy Mayor;
 - (da) the appointment of an Acting Mayor;
 - (e) an election period policy in accordance with section 69;
 - (f) the procedures for the disclosure of a conflict of interest by a Councillor or a member of a delegated committee under section 130;
 - (g) the procedure for the disclosure of a conflict of interest by a Councillor under section 131;
 - (h) the disclosure of a conflict of interest by a member of Council staff when providing information in respect of a matter within the meaning of section 126(1);
 - (i) any other matters prescribed by the regulations.
- (2) The Governance Rules must provide for a Council to:
 - (a) consider and make decisions on any matter being considered by the Council fairly and on the merits; and
 - (b) institute decision making processes to ensure that any person whose rights will be directly affected by a decision of the Council is entitled to communicate their views and have their interests considered.
- (3) A Council may amend its Governance Rules.
- (4) Subject to subsection (5), a Council must ensure that a process of community engagement is followed in developing or amending its Governance Rules.
- (5) Subsection (4) does not apply if the Council is developing and adopting or amending a Governance Rule that only adopts a good practice guideline issued by the Minister under section 87.
- (6) A Council must comply with its Governance Rules.
- (7) A Council must adopt the first Governance Rules under this section on or before 1 September 2020.
- (8) Until a Council adopts Governance Rules under this section, the Local Law Meeting Procedures made by the Council under the *Local Government Act 1989* apply as if the Local Law Meeting Procedures had been adopted as Governance Rules under this section.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

CHAPTER 2 – DEFINITIONS

Unless otherwise specified within these Governance, the following words and phrases are defined to mean the following in terms of these Rules.

Act (or "the Act")	The <i>Local Government Act 2020</i> unless otherwise specified.
Advisory Committee	A committee established by Council that is not a Delegated Committee, which provides advice to Council or to a member of Council staff who has been delegated a power, duty or function of Council.
Agenda	A document containing the date, time and place of a Meeting along with details of the business to be transacted at the Meeting.
Authorised Officer	An officer appointed for the purposes of the administration and enforcement of any Act, regulations or local laws which relate to the functions and powers of Council.
Chair	The Chairperson of a Meeting and includes an acting, temporary or substitute Chairperson.
Chamber	Any room where a Council Meeting is held.
Chief Executive Officer (CEO)	The person occupying the office of Chief Executive Officer of Council and includes a person acting as Chief Executive Officer.
Councillor Code of Conduct	A document required under the Act outlining the standards of conduct expected from Councillors in the performance of their duties and functions as Councillors.
Council	The Greater Dandenong City Council.
Councillor	An elected representative (Councillor) of Council.
Council Meeting	A meeting of Council convened in accordance with these Governance Rules. In these Rules, Council Meetings include Delegated Committee Meetings unless otherwise specified. A Council Meeting includes a scheduled or unscheduled meeting that may be held as a face-to-face (in person) meeting at a set location or via electronic means (virtual or remote) or in a hybrid format that mixes in person and virtual (remote) attendance.
Delegated Committee	A delegated committee, other than a Community Asset Committee, established by Council under section 63 of the <i>Local Government Act 2020</i> or by two or more Councils under section 64 of the Act.
Delegated Committee Meeting	A meeting of a Delegated Committee convened in accordance with these Governance Rules. A Delegated Committee Meeting includes a scheduled or unscheduled meeting that may be held as a face-to-face (in person) meeting at a set location or via electronic means (virtual or remote) or in a hybrid format that mixes in person and virtual (remote) attendance.
Deputy Mayor	The Deputy Mayor of Council and any person appointed by Council to act as Deputy Mayor.
Determination by Lot	The casting or drawing of objects from a receptacle to decide something (e.g. to choose a person by lot). A procedure used when a deadlock is to be resolved by the drawing of lots.
Disorder	Any conduct of a Councillor, Delegated Committee Member, Council staff member or member of the public that includes making comments that are disrespectful, inflammatory, defamatory, malicious, abusive or offensive, interjecting in breach of these Rules, refusing to leave the Chamber when directed to do so or engaging in any other conduct which prevents the orderly conduct of the business of a Council Meeting.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

Division	A formal count and recording of those voting for and those voting against a motion. This is a formal method of voting in which the vote of each member is specifically declared and recorded in the Minutes.
Election Period	Also known as Caretaker Period. In relation to Council Elections, means the period that: a) starts on the last day on which nominations for that election can be received; and b) ends at 6.00pm on Election Day.
Electoral Advertisement	Each article or paragraph in the proprietor's newspaper containing electoral matter, the insertion: a) of which is, or is to be, paid for; or b) for which any reward or compensation or promise of reward or compensation is, or is to be, made.
Electoral Material	An advertisement, handbill, pamphlet or notice that contains electoral matter, but does not include an advertisement in a newspaper that is only announcing the holding of a meeting.
Gallery	The area within a Chamber in which member of the public are seated.
Majority	Represents half the number of Councillors present at a meeting plus one.
Mayor	The Mayor of Council and any person appointed by Council to be acting as Mayor.
Meeting	A Council Meeting or a Delegated Committee Meeting.
Member	A member of any committee to which these Governance Rules apply.
Minister	The Minister for Local Government.
Minutes	The formal record of proceedings and decisions of a meeting.
Motion	A proposal from a Councillor framed in a way that will result in the opinion and desire of Council being expressed and a Council decision being made once it has been adopted (passed or carried) at a Council Meeting.
Municipal District ((Municipality)	The area comprising the municipal district of Greater Dandenong.
Municipal Offices	The Civic Offices of the Greater Dandenong City Council.
Notice of Motion	A notice setting out the precise words of a motion which a Councillor proposes to move at Council meeting.
Penalty Unit	has the meaning set out in section 110 of the <i>Sentencing Act 1991</i> .
Point of Order	A procedural point made to the Chair about how the Meeting is being conducted or alleging some irregularity in proceedings.
Procedural Motion	means a motion which relates to a procedural matter only. It is not designed to produce any substantive decision but used as a formal procedural measure to assist the business of the meeting.
Public Consultation	A process that involves inviting individuals, groups or organisations or the community in general to comment on an issue or proposed action or proposed policy, and which includes discussion of that matter with the public.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

Publish	To publish or present by any means, including in a public forum, verbally or by publication on the internet or social media.
Quorum	The minimum number of Councillors or Delegated Members required at a Meeting in order for it to commence and continue. A quorum is defined within the Act as an absolute majority.
Recommendation	A proposal from a Council officer framed in a way that will result in the opinion and desire of Council being expressed and a Council decision being made once it has been adopted (passed or carried) at a Council Meeting.
Resolution	A decision made at any Council Meeting or Delegated Committee.
Ratepayer	A person who pays Council rates for a property within the municipal district of Greater Dandenong and who may or may not reside within the municipal district.
Resident	A person who lives within the municipal district of Greater Dandenong.
Senior Officer	An officer of Council as defined by section 3 of the <i>Local Government Act 1989</i> .
Significant Decision	An irrevocable decision that commits an incoming Council to substantial financial expenditure, major operational actions or limits the freedom of an incoming Council to make a decision, or a decision that will significantly impact upon the municipality.
Substantive Motion	A motion being considered at a Council Meeting or Delegated Committee dealing with the opinion and desire of Council being expressed, a Council decision being made once adopted and resulting in operational and/or strategic actions of Council or Council officers (as distinct from a procedural motion).
Suspension of Standing Order	means the suspension of the provisions of a Council Meeting Agenda or these Governance Rules to facilitate full discussion on an issue without formal constraints.
Urgent Business	Matters that have arisen since the distribution of a Council Meeting Agenda which require a decision from Council or a Delegated Committee and cannot safely or conveniently be deferred until the next meeting.
Webcast	The live or archived broadcast of a Council Meeting on Council's internet website.
Written	Describes correspondence or notices that may be printed, hand-written, emailed, duplicated, photocopied, photographed or typed.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

CHAPTER 3 – CONFLICTS OF INTEREST

3.1 LOCAL GOVERNMENT ACT 1989

The following is valid under the *Local Government Act 1989* until the 24 October 2020.

Section 77A of the *Local Government Act 1989* defines when a Councillor will have a direct or indirect conflict of interest. The onus is on the Councillor to identify any conflicts of interest in matters before Council. Councillors must comply with the requirements of Section 79 of the *Local Government Act 1989* until provision of the *Local Government Act 2020* in relation to material or general conflicts of interest come into force on 24 October 2020.

A Councillor who has a conflict of interest in a matter before Council:

- a) must complete a 'Disclosure of Conflict of Interest Form' and lodge it with the Chief Executive Officer prior to the commencement of a Council Meeting;
- b) must disclose any conflict of interest which they have in an item of business at the time specified on the Agenda;
- c) must disclose the nature of the conflict of interest immediately before the consideration of the relevant matter;
- d) must notify the Chair that they are leaving the Chamber and then leave the Chamber; and
- e) must remain outside the Chamber or any other area in view or hearing of the Chamber until the vote has been taken.

In the event that the Chair has disclosed a conflict of interest they must vacate the Chair and the Deputy Mayor must take the Chair, or in their absence a temporary Chair must be nominated and elected.

Where a Councillor has vacated the room after disclosing a conflict of interest, the Councillor must be called back into the room before the Meeting can advance to the next item of business.

A member of Council staff must also comply with section 80B and 80C of the *Local Government Act 1989*.

Under the *Local Government Act 1989*, a Councillor must comply with direct and indirect conflict of interest provisions and if they fail to do so may be found guilty of an offence which is punishable under the Act.

3.2 LOCAL GOVERNMENT ACT 2020

The following is valid under the *Local Government Act 2020* after the 24 October 2020.

Section 130 of the *Local Government Act 2020* defines when a Councillor or Member of a Delegated Committee will have a material or general conflict of interest. The onus is on the Councillor or Delegated Committee Member to identify any conflicts of interest in matters before Council or a Delegated Committee. Councillors or Delegated Committee Members must comply with the requirements of Section 130 of the *Local Government Act 2020*.

A Councillor or Delegated Committee Member who has a conflict of interest in a matter before Council or a Delegated Committee:

- a) must complete a 'Disclosure of Conflict of Interest Form' and lodge it with the Chief Executive Officer or Chair prior to the commencement of a Council Meeting;
- b) must disclose any conflict of interest which they have in an item of business at the time specified on the Agenda;
- c) must disclose the nature of the conflict of interest immediately before the consideration of the relevant matter;
- d) must notify the Chair that they are leaving the Chamber and then leave the Chamber; and
- e) must remain outside the Chamber or any other area in view or hearing of the Chamber until the vote has been taken.

In the event that the Chair has disclosed a conflict of interest at a Council Meeting they must vacate the Chair and the Deputy Mayor must take the Chair, or in their absence a temporary Chair must be nominated and elected. In the event that the Chair has disclosed a conflict of interest at a Delegated Committee Meeting they must vacate the Chair and a temporary Chair must be nominated and elected.

Where a Councillor or Delegated Committee Member has vacated the room after disclosing a conflict of interest, the Councillor or Delegated Committee Member must be called back into the room before the Meeting can advance to the next item of business.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

Under the *Local Government Act 2020*, section 130 mentioned above applies to all relevant persons, which includes Councillors, Delegated Committee Members and members of Council Staff. Under the *Local Government Act 2020*, a relevant person must comply with material and conflict of interest provisions and if they fail to do so may be found guilty of an offence which is punishable under the Act.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

CHAPTER 4 – COUNCIL MEETINGS AND MEETING PROCEDURES

4.1 INTRODUCTION

These Meeting Procedures ensure that transparent, efficient and effective processes are in place to conduct the business of Council through scheduled meetings which are open to the public in accordance with the *Local Government Act 2020* (the Act). Meetings will only be closed to the public if there are clear reasons for matters to remain confidential under the Act, the meeting is required to be closed for security reasons or if it is necessary to enable the meeting to proceed in an ordinary manner. The Procedures regulate proceedings and provide for orderly and fair conduct at all Council meetings, Delegated Committee meetings, Joint Delegated Committee meetings, Audit and Risk Committee meetings and any other meetings conducted by or on behalf of Council under the Act.

4.2 NOTIFICATION OF MEETINGS AND AGENDAS

4.2.1 Date, Time and Place of Meetings

Council will fix the dates, times and place of all Council meetings for a twelve-month period at the Annual Meeting of Council which is to be held no earlier than the first Saturday in November and no later than the last Saturday in November. The date, time and place of all Council meetings must be made available to the public.

Reasonable notice of Council Meetings is given by advertising in local newspapers, on Council's website and in Council's publications (including social media). This is done either annually, or at various times throughout the year, or just prior to each meeting.

Council may, by resolution, at a Council Meeting, alter the day, time and place at which any Council Meeting will be held, and must provide reasonable notice of the change to the public. Reasonable notice of Council Meetings is considered to be at least three (3) business days before a scheduled meeting.

4.2.2 Notice of Meetings

The Public

An Agenda, which includes the date, time, place, **mode of attendance** and business of a scheduled meeting, will be made available to the public via Council's website three (3) business days before that meeting.

Councillors and Delegated Members

An Agenda which includes the date, time, place, **mode of attendance** and business of a scheduled meeting must be delivered by courier, post, electronic medium or otherwise to each Councillor's or Delegated Committee Member's place of residence or usual place of business (if applicable) or as otherwise specified by the Councillor. An Agenda for any scheduled meeting will be served on every Councillor and Delegated Member no less than three (3) business days before that meeting.

It will not be necessary for a notice of a meeting or Agenda to be served on any Councillor who has been granted leave of absence, unless the Councillor has requested in writing to the Chief Executive Officer to continue to give notice of any meeting to be held during the period of his or her absence.

4.3 MEETINGS OPEN TO THE PUBLIC

In accordance with section 66(1) and (2) of the *Local Government Act 2020* all meetings of Council or Delegated Committees must be open to the public unless the Council or Delegated Committee considers it necessary to close the meeting to the public because it:

- is to consider confidential information as prescribed under section 66(5) of the Act; or
- is to be closed for security reasons; or
- is necessary to close the meeting to enable it to proceed in an orderly manner.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

In the event that a Council Meeting is held virtually (and is not held in person) as prescribed under section 4.20 of these Rules, members of the public can watch the live webcast of the Council Meeting at www.greaterdandenong.vic.gov.au

4.4 QUORUM

The quorum for any Council meeting must be half plus one, which is the majority of the number of Councillors. A quorum is required for the entire meeting and if at any point during a meeting a quorum is not maintained, the meeting shall be adjourned until such point as a quorum can be achieved.

The quorum for any Delegated Committee Meeting must be half plus one, which is the majority of the number of Committee Members with voting rights.

If a quorum is not present within thirty (30) minutes of the time appointed for the commencement of any Meeting, those Councillors or Members present, or if there are no Councillors or Members present, the Chief Executive Officer, or in their absence, a Senior Officer, must adjourn the Meeting for a period not exceeding seven (7) days from the date of the adjournment. (See section 4.14 in these Rules.

4.4.1 Inability to Maintain a Quorum

If during any Meeting a quorum cannot be achieved and maintained, those Councillors or Delegated Committee Members present or, if there are no Councillors or Members present, the Chief Executive Officer, or in their absence, a Senior Officer, must adjourn the Meeting for a period not exceeding seven (7) days from the date of the adjournment.

Section 67 of the *Local Government Act 2020* provides for the event of Council not being able to maintain a quorum because the number of Councillors who have disclosed a conflict of interest in an item prevents a quorum from being maintained. If during any Meeting it becomes apparent to the Chair that it will not be possible to maintain a quorum due to the number of Councillors who cannot vote on the item because of a disclosed conflict of interest, Council may:

- a) determine the matter be considered in separate parts if a quorum can be maintained for each separate part of the item; or
- b) delegate the decision to be made by the Chief Executive Officer or by a Delegated Committee established for the purpose of determining the matter and comprised of those Councillors who have not disclosed a conflict of interest and any other person(s) that Council considers suitable; or
- c) determine that the item of business will lie on the table and be considered at the next available Meeting when a quorum can be reached.

Any decision made under delegation by the Chief Executive Officer or a Delegated Committee in this instance will be reported to the next Council Meeting.

4.5 BUSINESS AT MEETINGS

This section can be generally applied to all meetings of Council conferred under the *Local Government Act 2020*. This includes Delegated Committee Meetings and joint meetings of councils. Where a difference is warranted, then that is expressly stated within the text.

4.5.1 Meeting Agendas – Order of Business

The general order of business to be transacted at a Council Meeting is contained in the Agenda provided to Councillors and Delegated Committee Members available to the public on Council's website. The Chief Executive Officer oversees preparation of an Agenda and determines the content and order of business to facilitate open, efficient and effective processes of government in consultation with the Mayor.

The Chief Executive Officer may include any matter on an Agenda that they believe should be considered by Council.

Unless otherwise resolved by Council, the general order of business at a Council Meeting will be listed as follows:

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

- a) Meeting opening/Acknowledgement of traditional owners of the land/Attendance/Apologies (including Leaves of Absence);
- b) Offering of Prayer;
- c) Mayoral Presentation (Optional – see section 4.6.3 of these Rules);
- d) Confirmation of Minutes of previous Meetings (see section 4.18 of these Rules);
- e) Deputations (see section 4.6.5 of these Rules);
- f) Disclosure of Conflicts of Interest (see Chapter 3 of these Rules);
- g) Officer's Reports - Routine and Town Planning Reports (see section 4.6.7 of these Rules). Routine reports include:
 - i) Documents for Sealing;
 - ii) Documents for Tabling; and
 - iii) Petitions/Joint Letters (see section 4.6.9 of these Rules);
- h) Public Question Time (see section 4.6.8 of these Rules);
- i) Officer's Reports – Other (see section 4.6.9 of these Rules);
- j) Notices of Motions (see section 4.6.11 of these Rules);
- k) Councillor Reports and Councillor Questions (see sections 4.6.12 and 4.6.13 of these Rules); and
- l) Urgent Business (see section 4.6.14 of these Rules).

4.5.2 Attendances and Apologies (including Leave of Absence)

A Councillor or Delegated Committee Member is required to submit an apology if they will knowingly be absent from a Council Meeting. Written apologies should be submitted to the Chief Executive Officer at the earliest possible time before non-attendance at any Council Meeting with a copy provided to the Mayor, the Executive Assistant to the Mayor and the Governance Unit. The apology will be noted in the Minutes of that Meeting.

Any Councillor may request a leave of absence in writing submitted to the Chief Executive Officer or Mayor and state the dates of each meeting for which leave is sought and reason for the leave. In accordance with the section 35(4) of the *Local Government Act 2020*, Council must grant any reasonable request for leave. Requests for a leave of absence must be received by 12 noon, at least ten (10) business days prior to the Council Meeting at which leave is sought to ensure it is listed as a general report item within the Agenda.

Section 35(1)(e) of the *Local Government Act 2020* states that a Councillor will cease to hold office if they are absent from Council Meetings for a period of four consecutive months without leave obtained from the Council.

4.5.3 Mayoral Presentation

From time to time, the Mayor may give a short presentation or make a statement relating to issues of interest or importance to the municipality or the region.

4.5.4 Changes to the Order of Business

Once an Agenda has been prepared and sent to Councillors, the order of the business for that Meeting may only be altered by resolution of Council. This includes the request for an item to be brought forward (see section 4.13 of these Rules).

4.5.5 Deputations

A deputation wishing to be heard at a meeting of Council must make a written request to the Chief Executive Officer who will refer the request to Council for consideration. In order for requests to be considered, they must be submitted at least ten (10) working days prior to a Council Meeting.

If Council agrees to hear a deputation, it will not hear more than two speakers on behalf of any deputation and time limits will be set as to the length of the address prior to the meeting. Councillors may question the deputation on matters raised before Council for the purpose of clarification, but no discussion will be entered into.

The Chief Executive Officer must, in writing, advise the signatory of the written request (or, if more than one, the first signatory), of the date, time, venue and time limits applying for Council to hear the deputation.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

4.5.6 Inwards Correspondence

Unless otherwise directed by Council, the Chief Executive Officer determines what inwards correspondence should be placed before Council for its decision or information. Correspondence addressed to any Councillor personally which requires a decision of, or a direction from, Council must be referred by that Councillor to the Chief Executive Officer.

A regular report listing correspondence received by the Mayor and Councillors will be included in Council Meeting Agendas in Officer's Reports - Other. No correspondence can be read in full at any Council Meeting unless the Chair allows that an item or items of correspondence be so read.

4.5.7 Officer's Reports – Routine and Statutory Planning Reports

Statutory Planning and routine reports will not be read in full at any Council Meeting unless Council resolves to the contrary. Routine reports include Documents for Sealing, Documents for Tabling and Petitions or Joint Letters received.

4.5.8 Public Question Time

- a) 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 Chair 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 Council Meetings. 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 Council Meeting if questions are submitted in person; or
 - ii) noon on the day of the Council Meeting if questions are submitted by electronic medium.
- d) A question can only be presented to the meeting if the Chair and/or Chief Executive Officer has determined that the question:
 - i) does not relate to a matter of the type described in section 3(1) of the *Local Government Act 2020* (confidential information);
 - ii) does not relate to a matter in respect of which Council or a Delegated Committee has no power to act;
 - iii) is not defamatory, indecent, abusive or objectionable in language or substance, and is not asked to embarrass a Councillor, Delegated Member or Council officer; and
 - iv) is not repetitive of a question already asked or answered (whether at the same or an earlier meeting).
- e) If the Chair and/or Chief Executive Officer has determined that the question may not be presented to the Council Meeting or Delegated Committee, then the Chair and/or Chief Executive Officer:
 - i) must advise the Meeting accordingly; and
 - ii) will make the question available to Councillors or Members upon request.
- f) The Chair shall call on members of the gallery who have submitted an accepted question to ask their question verbally if they wish.
- g) The Chair, 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.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

- i) A Councillor, Delegated Committee Member or member of Council staff nominated to answer a question may:
 - i) seek clarification of the question from the person who submitted it;
 - ii) seek the assistance of another person in answering the question; and
 - iii) defer answering the question, so that the answer may be researched and a written response be provided within ten (10) working days following the Meeting (the question thereby being taken on notice).
- 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.
- l) In the event that a Council Meeting is held virtually (and not in person) under section 4.20 of these Rules, questions submitted by members of the public prior to the Council Meeting (in accordance with these Rules above) will be read out on behalf of the submitter.

4.5.9 Officer's Reports – Other

Other reports will not be read in full at any Council Meeting unless Council resolves to the contrary. Other reports include those in relation to contracts, finance, budget, policy, strategy and any other matters requiring the consideration and a decision of Council.

4.5.10 Petitions and Joint Letters

Petitions and Joint Letters are regularly received and tabled at Council Meetings for noting. Lodgement and other requirements are as follows:

- a) Petitions and joint letters received by Councillors and/or council officers must be lodged with the Chief Executive Officer for inclusion in an Agenda no later than 12 noon at least three (3) business days before a Council Meeting; and
- b) Petitions or joint letters received after the above deadline will be held over for inclusion in the Agenda of the next Council Meeting.
- c) A petition or joint letter:
 - i) may be submitted either in hard copy or in an on-line format provided that it is legible;
 - ii) cannot be defamatory, indecent, abusive or objectionable in language or content;
 - iii) cannot relate to matters beyond the powers of Council;
 - iv) must bear the whole of the petition or request upon each page of the petition; and
 - v) if in hard copy, must consist of single pages of paper and must not be pasted, stapled, pinned or otherwise affixed to any other piece of paper.
- d) Any petitions or joint letters that do not comply with sub-clause (c) or of these Rules will not be tabled at a Council Meeting.
- e) A petition or joint letter may nominate a person to whom a reply must be sent, but if no person is nominated Council may reply to the first signatory which appears on the petition (head petitioner).

The status and progress of petitions and joint letters received will be regularly reported against in the Council Meeting Agenda and Minutes until they have been fully addressed by Council officers. The difference between on-line and hard copy petitions will be indicated in the Council Meeting Agenda and Minutes.

4.5.11 Notices of Motion

- a) A Notice of Motion must be in writing, dated and signed by the intending mover and lodged with the Chief Executive Officer no later than 12 noon at least three (3) business days before the meeting.
- b) A Notice of Motion cannot be accepted by the Chair unless the full text of motion has been listed on the Agenda for the Council meeting at which it is proposed to be moved.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

- c) Where a Notice of Motion seeks to substantially affect the level of Council services, commit Council to expenditure in excess of \$5,000 that has not been included in the adopted Budget, commit Council to any contractual arrangement, or is likely to require more than five (5) days' work by a member of Council staff, then a formal report must be prepared and presented to Council in response to the Notice of Motion. Where practicable the report should be presented to next Council Meeting.
- d) The Chief Executive Officer must cause all Notices of Motion to be numbered sequentially, dated and entered in the Notice of Motion register in the order in which they were received.
- e) Except by leave of Council, Notices of Motion before any Council meeting must be considered in the order in which they were entered in the Notice of Motion register.
- f) If a Councillor who has given a Notice of Motion:
 - i) is absent from the Meeting; or
 - ii) fails to move the motion when called upon by the Chairperson.any other Councillor may himself/herself move the motion. If the Notice of Motion is not moved (and seconded) it lapses.
- g) If a Councillor proposing a Notice of Motion wishes to amend the Notice of Motion, they may do so by seeking leave of Council to amend the Notice of Motion prior to it being seconded.
- h) Another Councillor can put forward an amendment for consideration, which must be dealt with in accordance with clauses 57 - 63 of this Local Law, except for confirmation of a previous resolution.
- i) If a Notice of Motion, whether amended or not, is lost, a similar motion cannot again be put before Council for a period of three (3) calendar months from the date it was lost.
- j) A Notice of Motion cannot be submitted in relation to a matter that was the subject of a rescission motion within three (3) calendar months of the rescission motion having been dealt with.
- k) A preamble to a Notice of Motion is an explanatory statement that explains the purpose of the Notice of Motion. A Councillor lodging a Notice of Motion must ensure that the content of any preamble provided remains factual. Reports from Councillors/Delegates & Councillor Questions

4.5.12 Councillor Reports

At each Ordinary meeting, Councillors will have the opportunity to speak on any meetings, conferences or events which they have recently attended. The duration of any report from a Councillor will be limited to four (4) minutes.

If a Councillor chooses to speak, the name of the conference/event will be recorded in the minutes for that Meeting. If a Councillor requires any additional information to be listed in the minutes the Councillor must table the additional information at this point in the Meeting. Councillors may use this opportunity to table a list of conferences/events that they have attended since the last Council Meeting for inclusion in the Meeting Minutes without speaking on the item. Councillors may also table their views on matters discussed under Officer Reports and other Agenda items for inclusion in the Minutes. This tabled item must be electronically received by Governance no later than 12 noon the day following the Council meeting. Any item tabled under this clause will be included in the Minutes precisely as it is provided and no amendments will be made. A tabled report cannot be defamatory, indecent, abusive or objectionable in language or substance, or be used to specifically embarrass another Councillor or Council officer.

4.5.13 Councillor Questions

There must be a question time at every Council Meeting to enable Councillors to address questions to members of Council staff. The duration of question time for each Councillor will be limited to fifteen (15) minutes. The Chair has the discretion to increase this time by a maximum of three (3) minutes in order to provide any questions asked with the opportunity of a response. Councillors may further table any additional questions which have not been asked. Responses to any tabled questions will be included in the Minutes of the Meeting. Questions may be asked with or without notice but must not:

- a) relate to a matter of the type described in section 3(1) of the *Local Government Act 2020* (confidential information);
- b) relate to a matter in respect of which Council has no power to act;

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

- c) be defamatory, indecent, abusive or objectionable in language or substance, or be asked to specifically embarrass another Councillor, Delegated Member, Council officer or member of the public;
- d) be repetitive of a question already asked or answered (whether at the same or an earlier Meeting); or
- e) raise an issue which might more appropriately be dealt with by way of Notice of Motion.

An answer will only be given if the Chair has determined that the relevant question does not breach any of points a) to e) above.

A Councillor may contribute to an answer to a question made by a member of Council staff.

A member of Council staff is not obliged to answer a question without notice. A member of Council staff who elects to take a question on notice by indicating that they require further time to research their answer must ensure that a response is provided to Councillors within ten (10) working days following the meeting.

Council may:

- a) of its own volition; or
- b) upon the advice of a member of a Council staff;

resolve to close the Meeting to members of the public under section 66(5) of the *Local Government Act 2020* in order that an answer to a question asked by a Councillor may be given if the information is deemed to be confidential information under the Act.

Debate or discussion of questions or answers is not permitted and all questions and answers must be as brief as possible.

4.5.14 Urgent Business

- a) Business which has not been listed on a Council Meeting Agenda may only be raised as urgent by resolution of Council.
- b) Notwithstanding anything to the contrary in these Rules, a Councillor (with the agreement of the meeting) may at a Council meeting submit or propose an item of Urgent Business if the matter relates to business which does not:
 - i) substantially affect the levels of Council service or;
 - ii) commit Council to expenditure exceeding \$5,000 and not included in the adopted Budget; or
 - iii) establish or amend Council policy; or
 - iv) commit Council to any contractual arrangement; or
 - v) require, pursuant to other policy determined by Council from time to time, the giving of prior notice.
- c) Business must not be admitted as urgent business unless it:
 - i) is deemed to be urgent business by Council; and
 - ii) cannot safely or conveniently be deferred until the next Council Meeting.

4.5.15 Time Limit for Meetings

A Council Meeting or Delegated Committee Meeting must not continue longer than four (4) hours from its commencement unless a majority of Councillors present vote in favour of its continuance. If a continuance is agreed to extend the meeting after four hours then it will be limited to not more than one 30-minute extension.

In the absence of any continuance, the Meeting must stand adjourned to a time, date and place to be then and there announced by the Chair. (See section 4.14 in these Rules.)

4.6 RESPONSIBILITIES AT MEETING

4.6.1 Chairing the Meeting

In accordance with sections 61 and 63 of the *Local Government Act 2020*, the Mayor must take the Chair at all Council Meetings at which they are present unless precluded from doing so because of a conflict of interest. If the Mayor is absent the Deputy Mayor must take the Chair and if both are absent, Council must elect one of the Councillors as Meeting Chair.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

The Act provides for the Mayor or the Delegated Committee to appoint a Councillor as the Chair of a Delegated Committee and any such appointment prevails over any appointment made by Council. If the Mayor exercises that power, while there are no limitations on this, they must always act in a way that is consistent with the adopted Code of Conduct – Councillors and the transparency commitments of Council.

The Chair plays a significant role in good governance and facilitates orderly, respectful, transparent and constructive Meetings by ensuring all Councillors and Delegated Committee Members have the opportunity to be heard, that matters are adequately discussed, meeting procedures are followed and statutory requirements are complied with.

The Chair is an independent leader of Meetings and generally does not participate in debate or move and second motions except where provisions are made to do so within these Rules. Other specific duties and discretions of the Chair are outlined throughout these Rules.

4.6.2 Addressing the Meeting

Each Councillor and Member at a Council Meeting has an obligation to contribute to good decision-making. This can be facilitated by reading the Council Meeting Agenda prior to the Meeting, seeking views of community members and demonstrating due respect and consideration to those views and the professional advice provided by Council officers in the Agenda, attending Meetings and participating in debate and discussion, demonstrating respect for the role of Chair and the rights of other Councillors and Members to participate and contribute to the decision-making process and conducting themselves in a professional and orderly manner.

Any Councillor, Member or person who addresses the Council Meeting must stand to speak and direct all remarks through the Chair, **unless they are attending the meeting virtually**. The Chair, however, has the discretion to permit any Councillor or person to remain seated while addressing the meeting.

The Chair may address a Meeting, however if the Chair wishes to debate a particular motion or move any motion or amendment on any matter under discussion, they must advise Council of that intention and vacate the Chair on such occasions for the duration of the item under discussion.

If the Chair vacates the Chair, a temporary Chair must be appointed and take the Chair until the item has been voted on. In most cases this will be the Deputy Mayor unless the Deputy Mayor is absent from the Meeting.

Any person addressing the Chair may refer to the Chair as:

- Mayor or Deputy Mayor (as the case may be); or
- Chair; or
- Chairperson

When speaking, Councillors and members of Council staff must address each other by their titles of Councillor or Officer as the case may be.

4.6.3 Chief Executive Officer

The Chief Executive Officer, or delegate, may participate in the meeting to provide support to the Chair. The Chief Executive Officer should:

- a) immediately advise, to the best of their knowledge, if a proposed resolution or action is contrary to the law;
- b) advise if there are operational, financial or risk implications arising from a proposed resolution;
- c) help clarify the intent of any unclear resolution to facilitate implementation;
- d) Facilitate disclosures of interest, public question time and other administrative items outlined in these Rules; and
- e) on request, assist with procedural issues that may arise;

4.6.4 Community

Council meetings are decision making forums and they are open to the community to attend and/or view proceedings. Community members may only participate in Council Meetings in accordance with these Rules and may not address the Meeting outside of Public Question Time. Community members may seek to inform individual Councillors of their views by contacting them directly in advance of Meetings.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

Member of the public in the Gallery are to remain seated with mobile phones switched to mute. Members of the public in the Gallery may display placards or posters within the Gallery but any posters or placards must not:

- a) display any offensive, indecent, insulting or objectionable item or words; or
- b) obstruct the entrance to the Council Chamber or a building where a Meeting is being, or is about to be, held; or
- c) obstruct the view or physically impede any person.

The Chair may order and cause the removal of any placard or poster that is deemed by the Chair to be objectionable, disrespectful or otherwise inappropriate. Members of the public must not interject or offensively act or gesticulate during the Meeting. The Chair may direct any member of the public to stop interjecting or acting offensively or disrespectfully. If that member of the public continues to interject or act offensively or disrespectfully the Chair may ask the Chief Executive Officer, an Authorised Officer or a member of the Victoria Police to remove the person from the Meeting.

Members of the public in the Gallery must not operate any recording or other equipment to reproduce sound or images at any Council Meeting without first obtaining consent from the Chief Executive Officer. This consent must be applied for at least three (3) business days prior to the Council Meeting by contacting Council's Governance Unit on telephone 8571 5100. This consent must not be unreasonably withheld but may be revoked at any time during the course of the relevant Meeting if it in any way impedes the business of the Council Meeting.

4.7 VOTING

4.7.1 Voting – How Determined

To determine an item before a Council Meeting, the Chair will call for any opposition from voting. If there is no opposition then the motion will be deemed as carried. If there is opposition, then debate will ensue (*see section 4.9.5 of these Rules*).

A Councillor has the right to abstain from voting. A Councillor who abstains from voting and remains in the Chamber will be deemed to have voted against the motion. Abstaining from voting does not constitute cause for debate. Any abstention from voting will be recorded in the Meeting Minutes.

Before any matter is put to the vote, a Councillor may require that the question, motion or amendment be read again. The Chair, without being so requested, may direct the Chief Executive Officer (or other person authorised by the Chief Executive Officer) to read the question, motion or amendment to the Meeting before the vote is taken.

Unless Council resolves otherwise, voting on any matter will be by a clear show of hands so that the Chair can easily record the count. The Chair must declare the result of the vote or division as soon as it is taken.

Councillors must remain seated in silence while a vote is being taken. The Chair may direct that the vote be recounted as often as may be necessary to be satisfied of the result.

4.7.2 Opposed Motions

The division of the vote for any motion that is debated or opposed, will automatically be recorded in the Meeting Minutes. (There is no need for any Councillor to call for a division.)

After each debated item the Chair will;

- a) first ask each Councillor wishing to vote for the item to raise a hand and, upon such request being made, each Councillor wishing to vote for the item must raise one of their hands. The Chair must then state, and the Chief Executive Officer (or any person authorised by the Chief Executive Officer) must record in the Minutes, the names of those Councillors for the item (in the affirmative); and
- b) then ask each Councillor wishing to vote against the item to raise a hand and, upon such request being made, each Councillor wishing to vote against the item must raise one of their hands. The Chair must then state, and the Chief Executive Officer (or any person authorised by the Chief Executive Officer) must record in the Minutes, the names of those Councillors against the item (in the negative).

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

If there is no debate, any Councillor may ask that his/her opposition to a motion adopted by the Meeting be recorded. It must then be recorded in the minutes of the Meeting.

4.7.3 Casting Vote

In the event of an equality of votes, the Chair has a casting vote, except in cases where the Act provides that a matter or amendment is to be determined by lot (*see section 4.7.10 in these Rules*).

4.8 MOTIONS AND AMENDMENTS

4.8.1 Form of Motion

A motion or an amendment must:

- a) relate to the powers or functions of Council;
- b) be in writing, if requested by the Chair; and
- c) except in the case of urgent business, be relevant to an item of business on the Agenda.

A motion or amendment must not be defamatory or objectionable in language or nature. The Chair may refuse to accept any motion or amendment which contravenes this clause.

If a Councillor wishes to move an alternate motion to an officer's recommendation as placed in the Council Meeting Agenda, and where the motion is lengthy, complicated or the exact intention of the motion is unclear, the Chair may request the Councillor to submit their motion in writing. The Chair may suspend the Meeting while the motion is being written or request Council to defer the matter until the motion has been written, allowing the Meeting to proceed uninterrupted.

4.8.2 Moving a Motion

The procedure for any motion or amendment is:

- a) the mover must state the substance of the motion or amendment, and then move it without speaking to it;
- b) the Chair must call for a seconder unless the motion is a call to enforce a point of order; and
- c) if the motion is not seconded, the motion will lapse for want of a seconder.

4.8.3 Withdrawing a Motion

Before any motion is put to the vote, it may be withdrawn by the leave of Council or by resolution of Council.

4.8.4 Unopposed Motion or Amendment

If a motion or an amendment is seconded the Chair must first ask if there are any questions and then if there is any opposition (*see section 4.8 in these Rules*).

If no Councillor indicates opposition, it must be declared to be carried. The mover of any motion once confirmed may, by leave of the Chair, talk to that motion for two (2) minutes. The Chair may permit other Councillors to speak on a matter after the mover for a maximum of two minutes each.

4.8.5 Debating a Motion

Debate must always be relevant to the question before the Chair, and if not, the Chair must request the speaker to confine debate to the subject matter. If after being told to confine debate to the motion before the Chair, the speaker continues to debate irrelevant matters, the Chair may disallow the speaker any further opportunity to debate or comment in respect to the matter before the Chair. Adequate debate is required where a matter is contentious in nature. In such cases, every Councillor must be given the opportunity to debate (*see section 4.11.1 in these Rules*).

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

4.8.6 Debate from the Chair

The Chair of the meeting should seek to refrain from debate on motions. The Chair may however choose to exercise a right to speak in favour or against a motion and where this is the case, the Chair will stand to speak to distinguish between this role and that of the Chair. Where the Chair wishes to move or second a motion, they must temporarily vacate the Chair before the motion is considered by Council.

4.8.7 Adjourned Debate

A motion to adjourn debate is a procedural (formal) motion as follows:

"That the debate be adjourned"

The motion may state a date and time for resumption of the debate. Debate can be adjourned indefinitely.

The effect of the motion is that the particular matter being debated is adjourned, but that the Meeting still continues to deal with all other business. If debate is adjourned indefinitely, some indication must be given to the Chief Executive Officer as to when the matter should be re-listed, otherwise it will be decided at the discretion of the Chief Executive Officer, or upon the subsequent resolution of Council, whichever occurs first (*see section 4.10 in these Rules*).

4.8.8 Resumption of Adjourned Debate

The business to which the debate relates must be placed on the Council Meeting Agenda to which it is adjourned. Adjourned business should have priority over any other business except formal business. If a debate is adjourned by motion, the Councillor moving the adjournment has the right to be the first speaker upon the resumption of debate unless they have already spoken to the motion or amendment.

4.8.9 Course of Debate of Opposed Motion

If any Councillor indicates opposition to a motion which has been seconded:

- a) the Chair must call upon the mover to address the Meeting;
- b) after the mover has spoken, the Chair must call upon the seconder to address the Meeting;
- c) after the seconder has addressed the meeting (or after the mover if the seconder does not wish to speak) the Chair must call upon the first opposition to address the Meeting;
- d) after the mover, seconder and first opposition have had the opportunity to address the Meeting, the Chair will call for speakers for and against the motion in alternate sequence until the sequence of speakers is exhausted;
- e) a Councillor may speak once on the motion except for the mover of the motion who has a right of reply after which the motion must be put to the vote (*see section 4.9.1 in these Rules*);
- f) motions must be clear and unambiguous and not be defamatory or objectionable in language or nature.

A Councillor calling the attention of the Chair to a point of order is not regarded as speaking to the motion. Except that the mover of an unamended motion has the right of reply and that any Councillor may take a point of order or offer a personal explanation, a Councillor must not speak more than once to the same motion or amendment (*see section 4.12 in these Rules*).

4.8.10 Right of Reply

The mover of an original motion which has not been amended may, once debate has been exhausted, exercise a right of reply to matters raised during the debate. After right of reply has been taken, the motion must be immediately put to the vote without any further discussion or debate. A Councillor must not digress from the subject matter of the motion or business under discussion. No new debate or subject matter is to be introduced with a right of reply.

4.8.11 Agreed Alterations of Motion

With the leave of the Chair, both the mover and seconder of a motion may agree to an alteration to the original motion proposed by any other Councillor. This would not then necessitate the recording of an amendment into the Meeting Minutes as the alteration would then form part of the substantive motion. (i.e., no notice need be given of any amendment in this instance.)

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

4.8.12 Proposing Amendment(s) to a Motion

An original motion, having been moved and seconded, may be amended by any Councillor other than the mover and seconder of the original motion by leaving out, inserting or adding words which must be relevant to the original motion and framed so as to complement it as an intelligible and consistent whole. (An amendment to an original motion should be designed to improve the original motion without contradicting it.) Any Councillor moving an amendment to a motion will be allocated thirty (30) seconds to explain the reasons for the amendment. This explanation will not entertain the benefits or detriments of the amendment or the original motion.

Any number of amendments may be proposed to a motion but only one amendment may be accepted by the Chair at any one time.

A second or subsequent amendment cannot be moved until the immediately preceding amendment is disposed of. If any Councillor intends to move a second or subsequent amendment, he or she must give notice of that intention prior to the right of reply of the original motion being exercised. A Councillor cannot move more than two (2) amendments in succession.

4.8.13 Debating an Amendment to a Motion

Any Councillor may address the meeting once on any amendment, whether or not they have spoken to, moved or seconded the original motion, but debate must be confined only to the amendment. (If the mover or seconder of the original motion wishes to speak to the amendment, they should indicate that they intend to speak only to the amendment and this does not bar them from the right of reply or debate on the original motion once the amendment is resolved.)

4.8.14 Right of Reply to an Amendment to a Motion

No right of reply is available to the mover (only) of an amendment when an amendment is before Council.

4.8.15 An Amendment to a Motion Once Carried

If an amendment is adopted it becomes part of the amended and substantive motion which must still be put to the vote by the Chair but only after Councillors who did not speak to the original (or substantive) motion have exercised their right to do so. (In this instance the mover of the original motion must be offered the right of reply to the original or substantive motion. This is affording the original mover of the substantive motion natural justice.)

4.8.16 Foreshadowing a Motion

At any time during debate, a Councillor may foreshadow a motion to inform the Council of their intention to move a motion at a later stage in the Meeting, but this does not extend any special rights to the foreshadowed motion. A foreshadowed motion may be prefaced with a statement that in the event a particular motion before the Chair is resolved in a certain way a Councillor intends to move an alternative or additional motion. A motion foreshadowed has no procedural standing and is merely a means to assist the flow of the Meeting. The Chief Executive Officer or other person authorised by the Chief Executive Officer would not be expected to record a foreshadowed motion in the minutes until the foreshadowed motion is formally moved but may do so if thought appropriate.

4.8.17 Separation of a Motion

Where a motion contains more than one part, a Councillor may request the Chair to put the motion to the vote in separate (several) parts. Where a motion contains several parts/segments or is complicated, it may be separated to avoid difficulties, particularly if different Councillors have differing views about various parts of the motion or conflicts of interests arising among Councillors lead to an inability to maintain a quorum.

4.8.18 Deferral of a Motion

Council may defer an item until later in the Meeting or until another Meeting as appropriate if further consideration or clarification is required prior to a decision being made. The decision to defer a motion is a substantive motion and may be debated.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

4.8.19 Call for Supporting Documentation

A Councillor may request at a Council Meeting to immediately make available any documents kept in the municipal offices and relevant to the business being considered. Upon any request being made, the Chief Executive Officer must use their best endeavours to make the documents available.

4.8.20 Rescission Motion Notification

A Rescission Motion is a motion to reverse a previous decision of Council. Where a Rescission Motion is put, the Councillor should also include an Alternate Motion that Council will then consider as a second part to the Motion should the primary part (rescission) be passed by Council. Any Councillor may propose a Notice of Rescission Motion at the next subsequent meeting provided:

- a) the resolution proposed has not been acted on (see clause 74). For this reason, Councillors must foreshadow to the CEO their INTENTION to move a Rescission Motion before 12.00 noon on the day after the original pertaining motion was moved.
- b) the Notice of Rescission Motion is received by the Chief Executive Officer in writing no later than 12 noon the Wednesday prior to the next subsequent meeting.
- c) all Councillors have had 3 business days prior notice of the notice of rescission.

A Rescission Motion listed on the agenda may be moved by any Councillor present but may not be amended. A motion to rescind or alter a previous resolution must be passed by a majority of elected members. A second or subsequent notice to rescind or alter an earlier resolution must not be accepted by the Chief Executive Officer until a period of three (3) months (ninety (90) days) has elapsed since the date of the Meeting at which the original motion of rescission or alteration was dealt with, unless Council resolves that the matter be dealt with at a future meeting.

4.8.21 When a Resolution is Acted On

A resolution, or part thereof, will be considered as having been acted on:

- a) once its details have been formally communicated in writing to either internal or external parties affected by or reliant on the resolution; or
- b) where a statutory procedure has been carried out, so as to vest enforceable rights in, or obligations on, Council or any other person.

While the Chief Executive Officer or other relevant member of Council staff may initiate action or cause action to be initiated on any Council resolution, or part thereof, at any time after the close of the Meeting at which it was carried, generally no action will be taken until 12.00 noon following the day of the Council Meeting at which the motion was moved.

However, if an *intention to rescind a motion* is formally foreshadowed to the Chief Executive Officer or other member of Council staff no later than noon on the day following the resolution, then the Chief Executive Officer or relevant member of Council staff will ensure that no action in relation to that resolution, in full or in part, is taken unless deferring implementation of the resolution would have the effect of depriving the resolution of efficacy.

Where a resolution can be broken down into parts and some parts of the resolution have not been acted upon, then any proposed change to those remaining parts is to be treated as an amendment of the resolution unless the substance of the change is to reverse the resolution when considered as a whole.

4.9 PROCEDURAL (FORMAL) MOTIONS

A procedural motion is one dealing with the conduct of the Meeting itself and takes precedence of a substantive motion.

4.9.1 Moving a Procedural Motion

Unless otherwise prohibited, a procedural motion may be moved at any time and must be dealt with immediately by the Chair. A procedural motion does not require the Chair's call.

The mover/seconded of a procedural motion must not have moved, seconded or spoken to the current matter being debated or any amendment of it before the Chair. A procedural motion cannot be moved by the Chair.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

4.9.2 Debate and Amendments to Procedural Motions

Unless otherwise provided, debate on a procedural motion is not permitted and the mover does not have a right of reply.

Note: Deferral of a motion is not a procedural (formal) motion and maybe debated. Unless otherwise provided a procedural motion cannot be amended.

4.9.3 Closure of a Motion (The Motion be Put)

A motion "*That the motion now be put*":

- a) is a procedural motion which, if carried, requires that the original motion must be put to the vote immediately without any further debate, discussion or amendment;
- b) if carried in respect to an amendment, requires that the amendment be put to the vote immediately without any further debate or discussion and if lost allows debate on the original motion to continue; and
- c) if lost, allows debate to continue unaffected.

The Chair has the discretion to reject such a motion for closure if the motion proposed has not been sufficiently debated. A closure motion may not be put until the mover, seconder and first opposition have spoken on a matter. If the Chair rejects that a motion be put, then debate on the motion must continue as it was left (unaffected).

4.9.4 The Previous Question

A motion "*That the motion now not be put*":

- a) is a procedural motion which, if carried, automatically disposes of a matter without a vote being taken (until it is placed on the Agenda for a later meeting) and the Meeting may then proceed to the next business without any further discussion or amendment;
- b) is prohibited when an amendment is before Council; and
- c) if lost, allows debate to continue unaffected.

4.9.5 Proceed to Next Question

A motion "*That the Meeting proceeds to the next business*":

- a) is a procedural motion which, if carried in respect of an original motion, requires that the Meeting move immediately to the next business without any further debate, discussion, amendment or vote being taken on it;
- b) if carried in respect to an amendment, Council considers the motion without reference to the amendment; and
- c) if lost, allows debate to continue unaffected.

4.9.6 Adjournment of Debate

A motion "*That the motion and/or amendments now before the meeting be adjourned until a later hour or date*":

- a) is a procedural motion which, if carried in respect of an original motion or amendment, requires that the Meeting disposes of the matter before the Chair so that debate can resume at a later hour and/or date and the Meeting moves on to the next item of business on the Agenda; and
- b) if lost, allows debate to continue unaffected.

4.9.7 Adjournment of Meeting

A motion "*That the meeting be adjourned until a later hour or date*":

- a) is a procedural motion which if carried in respect of an original motion or amendment, requires that the Meeting be adjourned to a later hour and/or date; and
- b) if lost, allows debate to continue unaffected.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

4.9.8 That the Question Lay on the Table

A motion "*That the question lay on the table*":

- a) is a procedural motion which, if carried in respect of an original motion or amendment, ceases any further discussion or voting on the matter until Council either:
 - i) resolves to take the question from the table at the same Meeting; or
 - ii) places the matter on an Agenda and Council resolves to take the question from the table; and
- b) if lost, allows debate to continue unaffected.

4.10 SPEAKING TO THE MEETING

4.10.1 Speaking Times

A Councillor must not speak longer than the time set out below with only the stipulated extensions being granted by Council.

- a) a mover of a motion – five (5) minutes with only a single two (2) minute extension permitted;
- b) the seconder of a motion – four (4) minutes with only a single two (2) minute extension permitted;
- c) any other Councillor – four (4) minutes with only a single two (2) minute extension permitted; and
- d) the mover of a motion when exercising their right of reply – four (4) minutes (no extensions permitted).

Following a Council resolution on an unopposed motion, a Councillor may speak for the duration of time set out below:

- a) the mover – two (2) minutes; and
- b) any other Councillor once confirmed – two (2) minutes.

Extensions of speaking time are set out above however a further extension of speaking time may be granted by the Chair. Only one (1) extension is permitted for each speaker on any motion. The Chair has the discretion to alter an extension to speaking times if they deem it to be necessary to the subject matter.

4.10.2 Councillor Must Stand When Speaking

Except in the case of sickness, infirmity or **virtual attendance**, a Councillor must stand when speaking at a Council Meeting. The Chair may remain seated when speaking at a Council Meeting. It is not necessary to stand when speaking at a meeting that is not a Council Meeting under the terms of these Rules.

4.10.3 Interruptions, Interjections and Relevance

A Councillor must not be interrupted except by the Chair or upon a point of order or personal explanation. If a Councillor is interrupted by the Chair or upon a point of order then they must take their seat and remain silent until the Councillor raising the point of order has been heard and the question disposed of (*see sections 4.9.5 and 4.12 in these Rules*).

In the case of competition for the right to speak, the Chair must decide the order in which the Councillors concerned will be heard.

4.11 POINTS OF ORDER

A point of order is taken when a person formally draws the attention of the Chair of a Meeting to an alleged irregularity in the proceedings such as a speaker's remarks being irrelevant to the subject matter or to an act of disorder or a Councillor allegedly being out of order.

4.11.1 Procedure for a Point of Order

A Councillor who is addressing the Meeting must not be interrupted unless called to order.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

A point of order is taken by standing and stating, "*Point of Order*" and then providing a brief explanation as to why the point of order has been called. The point of order must be taken immediately after it has been brought to the attention of the Chair. A point of order takes precedence over all other business, including procedural motions.

When called to order, a Councillor must sit down and remain silent until the point of order is decided unless they are requested by the Chair to provide an explanation. The Chair may adjourn the Meeting to consider a point of order but must otherwise rule upon it as soon as it is taken. All matters before Council are suspended until the point of order is decided. The decision of the Chair in respect to a point of order raised will not be open for discussion and will be final and conclusive unless the majority of Councillors present at the Meeting support a motion of dissent.

A valid point of order may be raised in relation to:

- a) a motion which has not been accepted by the Chair;
- b) a question of procedure;
- c) a Councillor who is not conducting themselves in accordance with the Code of Conduct - Councillors;
- d) debate that is irrelevant to the matter under consideration;
- e) a matter that is outside the powers of Council; or
- f) any act of disorder.

Rising to express a mere difference of opinion or to contradict a speaker is not a point of order.

4.11.2 Motion of Dissent

When a motion of dissent is moved and seconded, the Chair must leave the Chair and a temporary Chair must take their place.

The temporary Chair must invite the mover to state the reasons for their dissent and the Chair may then reply. The temporary Chair then puts the motion in the following form:

"That the Chair's ruling be upheld".

- a) if the vote is carried (in the affirmative), the Chair resumes the Chair and the Meeting proceeds;
- b) if the vote is not carried (in the negative), the Chair resumes the Chair, reverses his or her previous ruling and then proceeds.

The defeat of the Chair's ruling is in no way a motion of censure or non-confidence and should not be so regarded by the Meeting (see section 4.7.1 in these Rules).

4.12 SUSPENSION OF STANDING ORDER

The provisions of these Rules may be suspended for a particular purpose by resolution of Council.

4.12.1 Changing the Order of Business

The suspension of the standing order (of the Agenda) should be used to change the order of business and bring items listed in the Agenda forward or backward if required and when it is in the best interest of the flow of business for that Meeting.

An appropriate motion would be:

"That the standing order be suspended to bring item___ forward".

Once the item has been disposed of and before the next item can be heard the resumption of the standing order will be necessary.

An appropriate motion would be:

"That the standing order be resumed".

4.12.2 Suspension of the Standing Order for the Purpose of Discussion

The suspension of the standing order should be used to enable full discussion of any issue without the constraints of formal meeting procedure.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

An appropriate motion would be:

"That the standing order be suspended to enable discussion on _____."

Once the discussion has taken place and before any motion can be put the resumption of the standing order will be necessary.

An appropriate motion would be:

"That the standing order be resumed".

No motion may be accepted by the Chair or be lawfully dealt with during any suspension of the standing order unless resolved by Council to do so.

4.13 ADJOURNMENTS

4.13.1 Adjourning a Meeting

Once a Meeting is declared open, Council may, from time to time, resolve to adjourn the Meeting if:

- a) a quorum is not present within half an hour after the time appointed for the Meeting;
- b) at any time throughout a meeting a quorum is lost;
- c) the Meeting becomes excessively disorderly and order cannot be restored or retained;
- d) there is a need to allow for additional information to be presented to a Meeting; or
- e) any other situation arises where an adjournment could aid the progress of the Meeting.

A Meeting cannot be adjourned for a period exceeding seven days from the date of the adjournment. An appropriate motion would be:

"That the Meeting be adjourned until a _____ time and date specified". (which does not exceed seven (7) days)

No discussion is allowed on any motion for adjournment of the Meeting, but if on being put the motion is lost, the subject then under consideration for the next item on the Agenda or any other matter that may be allowed precedence must be resolved before any subsequent motion for adjournment is made.

4.13.2 Notice for an Adjourned Meeting

If a Meeting is adjourned, the Chief Executive Officer must ensure that the Agenda for such a Meeting is identical to the Agenda for the Meeting which was resolved to be adjourned. Except where a Meeting is adjourned until later on the same day, the Chief Executive Officer must give all Councillors written notice of a new date for the continuation of the adjourned Meeting and every reasonable attempt must be made to advise the public of the new Meeting date. Where it is not practical to provide written notice to Councillors because time does not permit that to occur then a reasonable attempt must be made to contact each Councillor.

4.13.3 Lapsed Meeting

A Meeting is deemed to have lapsed if a meeting does not commence and therefore no resolution can be carried to adjourn the Meeting. If a Council Meeting lapses, the undisposed-of business must be included in the Agenda for the next Council Meeting. The business of the lapsed Meeting must be dealt with prior to any other business, and in the same order as the original Meeting papers.

4.14 CONDUCT DURING A COUNCIL MEETING

The provisions of these Rules are applicable to all Council Meetings and Delegated Committee Meetings and any other public meetings conferred under the Act which are called by the Mayor or Council, with appropriate modifications. **Section 2.14** does not prevent any person from addressing a meeting if permitted to do so by the Chair.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

Also, section 19(1)(b) of the Local Government Act 2020, provides the power to the Mayor to direct a Councillor, subject to the any procedures or limitations specified in these Rules, to leave a Council Meeting if the behaviour of the Councillor is preventing the Council from conducting its business.

4.14.1 Councillor Conduct

Councillors must conduct themselves in a courteous, orderly and respectful manner and must respect the authority of the Chair at all times. Councillors must adhere to the Code of Conduct - Councillors at all times.

Where a Councillor engages in improper or disorderly conduct, or acts in a way that otherwise disrupts the Meeting, and prevents the conduct of Council business:

- a) Council may, by resolution, suspend that Councillor from a portion of the Meeting or from the balance of the Meeting where the Chair has warned the Councillor to cease that behaviour; or
- b) the Chair (if the Mayor), under section 19 of the Act, having previously warned the Councillor to cease that behaviour, may direct a Councillor to leave the meeting for a period of time or for the balance of the Meeting.

Where Council suspends a Councillor for a portion of a Meeting or the Chair (if the Mayor) directs a Councillor to leave for the remainder of the Meeting as above, the Councillor will take no active part in the portion of the Meeting from which they have been suspended. If a Councillor has been suspended from a meeting or directed to leave by the Chair (if the Mayor), the Chair may ask the Chief Executive Officer, an Authorised Officer or a member of Victoria Police to remove the Councillor.

4.14.2 Ordering Withdrawal of Remark

Whenever any Councillor makes use of any expression or remark that is disorderly or capable of being applied offensively to any other Councillor or member of Council staff, the offending Councillor must be required by the Chair to withdraw the expression or remark and to make a satisfactory apology to the Meeting. The Chair may require a Councillor to withdraw any remark which is defamatory, indecent, abusive or offensive in language or substance.

A Councillor required to withdraw a remark must do so immediately without qualification or explanation. Any Councillor using defamatory, indecent, abusive or offensive language, and having been twice called to order or to apologise for such conduct and refusing to do so, is guilty of an offence.

4.14.3 Personal Explanation

A Councillor may, at a time convenient to Council, make a brief personal explanation in respect of any statement (whether made at a Council meeting or not) affecting him or her as a Councillor.

A personal explanation arising out of a statement at a Council Meeting must be made as soon as possible after that statement was made. A personal explanation must not be debated except upon a motion to censure the Councillor who has made it.

4.14.4 Public Conduct

Members of the public must not interject or take part in the debate and silence must be maintained in the Gallery at all times.

4.14.5 Call to Order/Removal from Council Chamber

The Chair may call to order any person present in the Council Chamber whose actions are disruptive to the business of Council and are impeding its orderly conduct. If thereafter a person continues to impede the conduct of business, the Chair may order them to leave the Council Chamber for a period of time or for the remainder of the Meeting. The Chair may ask any Authorised Officer or member of Victoria Police to remove any person from the Council Chamber who acts in breach of these Rules or whom the Chair has ordered to be removed from the Chamber.

4.14.6 Chairperson May Adjourn Disorderly Meeting

If the Chair is of the opinion that disorder among the Councillors or in the Gallery makes it desirable to adjourn the Meeting, they may adjourn the Meeting to a later time on the same day, or to some later day and time prior to the next Council Meeting. See section 4.14 in these Rules.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

4.14.7 Breach of Conduct Provisions at Council Meetings

Any person who refuses to leave the Council Chamber after being ordered to do so by the Chair is guilty of an offence under the Governance Local Law No. 1 of 2020.

4.15 PROVISION TO RECORD COUNCIL MEETINGS

The Chief Executive Officer (or other person authorised by the Chief Executive Officer) may conduct a live webcast and recording of the proceedings of a Council Meeting. Recordings will be retained as a public record of the meeting and are available to the public for viewing on www.greaterdandenong.com.

Members of the public are advised (via appropriate signage) that the Meeting is being filmed and is streamed live and as an archive on Council's website www.greaterdandenong.com.au. Members of the public are advised by venue signage that while filming, although all care is taken to maintain a person's privacy, as an attendee in the Gallery, they may be recorded on the webcast.

Members of the public should note that webcasts supplied by Greater Dandenong City Council or made available on www.greaterdandenong.com are the only official audio-visual recording of the Greater Dandenong City Council Meeting process.

4.15.1 Consent Required to Film or Photograph Council Meetings

Media representatives, with the consent of the Chief Executive Officer, or person authorised by the Chief Executive Officer, may be permitted to record any part of a Council Meeting. This consent must be applied for at least three (3) business days prior to the Council Meeting by contacting Council's Governance Unit on telephone 8571 5100. This consent must not be unreasonably withheld but may be revoked at any time during the course of the relevant Meeting if it in any way impedes the business of the Council Meeting.

4.16 ELECTION OF THE MAYOR

4.16.1 When Required

Under the *Local Government Act 2020*, a Mayor is to be elected at a Council Meeting no later than one month after the date of a general election. Before the election, a Council must determine by resolution whether the Mayor is to be elected for a one (1) year or two (2) year term. If the Mayor is elected for a one (1) year term, the next election of the Mayor must be held on a day to be determined by Council that is as close to the end of the one (1) year term as reasonably practicable. If the Mayor is elected for a two (2) year term, the next election of the Mayor must be held on a day to be determined by Council that is as close to the end of the two (2) year term as reasonably practicable.

The Mayor is to be elected within one month after any vacancy in the office of Mayor occurs.

4.16.2 Outgoing Mayor

The outgoing Mayor will give an outgoing speech at the last Council Meeting of their mayoral term. There will be no time provided at the Council Meeting held for the election of the Mayor for a speech for the outgoing Mayor. The Council Meeting held for the election of the Mayor will be focused on the new Mayor and the term ahead.

4.16.3 Eligibility

Any Councillor is eligible for election or re-election to the office of Mayor.

4.16.4 Agenda Content

The Agenda for the Council Meeting for the election of the Mayor must include:

- a) the appointment of the second temporary Chair;
- b) the election of the Mayor;

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

- c) the election of the Deputy Mayor;
- d) appointments of Council representatives to Committees, Peak Industry Bodies, regional and community-based organisations; and
- e) the fixing of the dates, times and place of all Council meetings for a twelve-month period.

4.16.5 First Temporary Chair (Returning Officer)

The Chief Executive Officer will be the first temporary Chair of the Council Meeting at which the election of the Mayor is to be conducted but will have no voting rights. In other words, the Chief Executive Officer will be the Returning Officer for the election of the Mayor.

4.16.6 Second Temporary Chair

The Chief Executive Officer must invite nominations for a second temporary Chair. If there is only one nomination, the candidate nominated is deemed to have been elected. If there is more than one nomination, the Councillors present at the meeting must vote for one of the candidates by a show of hands (or by such other method as Council determines), and the candidate receiving a majority of the votes must be declared to have been duly elected.

4.16.7 Nominations for Office of Mayor

The second temporary Chair must invite nominations for the office of Mayor. If there is only one nomination (which must be seconded), the candidate nominated is deemed to be elected Mayor until the next Council Meeting to elect the Mayor.

4.16.8 Method of Voting

The election of the Mayor will be carried out by a show of hands unless determined by lot.

4.16.9 Determining the Election of Mayor

If there is more than one nomination (each of which must be seconded), the Councillors present at the Meeting must vote for one of the candidates by a show of hands. In the event of a candidate receiving an absolute majority of the votes, that candidate is declared to have been elected.

In the event that no candidate receives an absolute majority of the votes, the candidate with the fewest number of votes is declared to be a defeated candidate. The Councillors present at the Meeting must then vote for one of the remaining candidates by a show of hands.

If one (1) of the remaining candidates receives an absolute majority of the votes, he or she is duly elected. If none of the remaining candidates receives an absolute majority of the votes, the process of declaring the candidates with the fewest number of votes a defeated candidate and voting for the remaining candidates by a show of hands must be repeated until one (1) of the candidates receives an absolute majority of the votes. That candidate must then be declared to have been duly elected.

In the event of two (2) or more candidates having an equality of votes and one (1) of them having to be declared:

- a) a defeated candidate; or
- b) duly elected;

the temporary Chair shall have no second or casting vote, and the result will be determined by lot. *See clause 134 – Determining by Lot.*

Note: Any Councillor nominated may refuse nomination.

4.16.10 Determining By Lot

If a lot is required, the Chief Executive Officer will conduct the lot and the following provisions will apply:

- a) each candidate shall draw one (1) lot;

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

- b) the order of drawing lots shall be determined by the alphabetical order of the surname of the Councillors who received an equal number of votes, except that if two (2) or more such Councillors' surnames are identical, the order shall be determined by the alphabetical order of the Councillors' first name;
- c) as many identical pieces of paper as there are Councillors who received an equal number of votes shall be placed in a receptacle provided by the Chief Executive Officer;
- d) If the lot is being conducted to determine which candidate is to be duly elected, the word 'Elected' shall be written on one (1) of the pieces of paper and the Councillor who draws the paper with the word 'Elected' written on it shall be declared to have been duly elected.

4.16.11 Mayor to Take Chair

After the election of the Mayor is determined, the Mayor must take the Chair. The Mayor must take the Chair at all meetings of Council at which he or she is present unless precluded from doing so because of a conflict of interest.

4.16.12 Election of Deputy Mayor

Under section 27 of the *Local Government Act 2020*, Council must elect a Deputy Mayor. Clauses 2.17.1 - 2.17.10 above apply to the election of a Deputy Mayor as if any reference in those sections to the Mayor was a reference to the Deputy Mayor.

4.17 MINUTES

4.17.1 Keeping of Minutes

The Chief Executive Officer is responsible for arranging the keeping of the Minutes on behalf of Council. Each item in the Minutes must be clearly headed with a subject title and allocated a minute number. Minutes must be consecutive, commencing at one (1) at the beginning of each four (4) year term of Council. The Minutes must be signed by the Chair of the Meeting at which they have been confirmed.

4.17.2 Content of Minutes

The Chief Executive Officer (or other person authorised by the Chief Executive Officer to attend the Meeting and to take the minutes of such meeting) must keep minutes of each Council meeting and those minutes must record:

- a) the date and time the Meeting was commenced, adjourned, resumed and concluded;
- b) the names of Councillors and whether they are PRESENT, an APOLOGY, or have obtained a LEAVE OF ABSENCE or other details as provided;
- c) the names and organisation titles of members of Council staff in attendance;
- d) arrival and departure times (including temporary departures) of Councillors during the course of the Meeting;
- e) each motion and amendment moved, including the mover and seconder of the motion or amendment;
- f) the outcome of every motion and amendment, whether it was put to the vote and the result (namely, CARRIED, LOST, WITHDRAWN, LAPSED FOR THE WANT OF A SECONDER, or AMENDED);
- g) where there is debate of an item, a table of the names of every Councillor and the way their vote was cast (either FOR or AGAINST a motion);
- h) details of a failure to achieve or maintain a quorum and any adjournment whether as a result or otherwise;
- i) a summary of all deputations made to Council;
- j) a summary of reports from Councillors/Delegates and any responses provided at the Meeting;
- k) the time and reason for any adjournment of the Meeting or suspension of Standing Orders;
- l) closure of the Meeting to members of the public and the reason for such closure as required under the provisions of the *Local Government Act 2020*;
- m) disclosure of any conflicts of interest made by a Councillor or member of staff; and
- n) any other matter which the Chief Executive Officer thinks should be recorded to clarify the intention of the Meeting or the reading of the minutes.

Note: Debate on items is not recorded within the Minutes but is available via webcast on www.greaterdandenong.com.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

During preparation of the Minutes, Council officers may, from time to time, correct minor typographical errors, without changing the intent of those minutes. A Council resolution is not required to correct minor typographical errors.

4.17.3 Confirmation of Minutes

Confirmation of the Minutes of a Council Meeting is a formal declaration that the Minutes are an accurate record of that meeting. Advice that the Minutes are available must be provided to all Councillors no later than 72 hours before the next scheduled Meeting. At every Council Meeting the Minutes of the preceding meeting(s) must be listed on the Agenda for confirmation. Minutes must be confirmed by resolution of Council. The motion confirming the Minutes can be moved and seconded by any Councillor who was present at the Meeting and believes the minutes to be an accurate record of that meeting. Following confirmation of the Minutes, with or without amendment, they must be signed by the Chair of the Meeting at which they were confirmed.

4.17.4 Objection to Confirmation of Minutes

If a Councillor is dissatisfied with the accuracy of the Minutes, they must:

- state the item or items with which they are dissatisfied;
- propose a motion clearly outlining the alternative wording to amend the Minutes; and
- state the item(s) objected to separately in the order in which it (or they) appear in the Minutes.

No discussion or debate on the confirmation of the Minutes will be permitted, except where their accuracy as a record of the proceedings of the Meeting to which they relate, is questioned.

4.17.5 Deferral of Confirmation of Minutes

Council may defer the confirmation of the Minutes until later in the Meeting or until the next meeting as appropriate.

4.18 PROCEDURE NOT PROVIDED FOR

In all cases not specifically provided for within these Rules, reference must be sought from the rules, forms and usages of the Legislative Council of the Victorian Parliament so far as the same are capable of being applied to Council Meeting proceedings.

4.19 SUSPENSION OF MEETING PROCEDURE

The operation of any clause of Chapter 2 of these Rules may be suspended temporarily at a Council Meeting by a majority of Councillors present resolving to so suspend it, unless such suspension of operation would be inconsistent with the *Local Government Act 2020*. A reason for the proposed suspension of the operation of any clause in Chapter 2 of these Rules must be given in the motion to suspend the operation of the clause.

4.20 PROVISIONS MADE FOR REMOTE (VIRTUAL) COUNCIL MEETINGS

In the event that Council needs to conduct a Council Meeting remotely, such as during a pandemic or emergency situation (as experienced throughout the COVID-19 pandemic), the *Regulatory Legislation Amendment (Reform) Act 2022*, which received Royal Assent on 29 March 2022, provides reforms relating to virtual Council Meetings. These reforms will be incorporated into Part 3, Division 2 of the *Local Government Act 2020* from 2 September 2022 and relate to procedures for decision making and the holding of virtual meetings (either Council Meetings, Joint Meetings of Councils, Delegated Committee Meetings and Joint Delegated Committee Meetings).

Notwithstanding any protocols or guidelines developed and provided to all participants of a Council Meeting (and which do not form part of these Rules), the following outlines how any Meeting is to be conducted and what procedures participants must follow under the *Local Government Act 2020* to ensure a consistent and transparent approach is maintained throughout any virtual Meeting. All reasonable technological support and advice will be provided to participants attending a Council Meeting virtually. This section of these Governance Rules applies to all Council Meetings, Joint Meetings of Councils, Delegated Committee Meetings and Joint Delegated Committee Meetings.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

Note that protocols or guidelines may change from time to time as information technology improvements are made.

4.20.1 Mode of Attendance

Each Notice of Meeting (Agenda) must indicate whether the relevant Council Meeting is to be conducted:

- a) wholly in person;
- b) wholly by electronic means; or
- c) partially in person and partially by electronic means.

The indication in the Notice of Meeting (Agenda) must be consistent with any Resolution of Council that has expressed a preference for, or otherwise specified, when those Council Meetings are to be conducted:

- a) wholly in person;
- b) wholly by electronic means; or
- c) partially in person and partially by electronic means.

4.20.2 Request to Attend Meeting Virtually

If a Council Meeting is to be conducted wholly in person a Councillor may nonetheless request to attend by electronic means. Any request made under this clause must:

- a) be in writing;
- b) be given to the Chief Executive Officer or Chair no later than 24 hours prior to the commencement of the relevant Council Meeting; and
- c) specify the reasons why the Councillor is unable or does not wish to attend the Council Meeting in person.

The Chief Executive Officer or Meeting Chair must ensure that any request received in accordance with the above and any other request received from a Councillor to attend by electronic means is made known at the commencement of the relevant Council Meeting.

Council may approve and must not unreasonably refuse any request.

4.20.3 Responsibilities of Attending Meeting Virtually

A Councillor who is attending a Council Meeting by electronic means is responsible for ensuring that they are able to access such equipment and are present in such an environment that facilitates participation in the Council Meeting.

Without detracting from anything said in the above clause, a Councillor who is attending a meeting by electronic means must be able to:

- a) hear the proceedings;
- b) see all Councillors and members of Council staff who are also attending the Council Meeting, at least while a Councillor or member of Council staff is speaking;
- c) be seen by all Councillors, members of Council staff and members of the public who are physically present at the Council Meeting; and
- d) be heard when they speak.

If these conditions cannot be met by one or more Councillors attending a Council Meeting, whether because of technical difficulties or otherwise:

- a) the Council Meeting will nonetheless proceed as long as a quorum is present; and
- b) the relevant Councillor (or Councillors) will be treated as being absent from the Council Meeting or that part of the Council Meeting.

unless the Meeting has been adjourned in accordance with these Rules.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

Nothing in this section prevents a Councillor from joining (or re-joining) a Council Meeting at the time that they achieve compliance with the above even if the Council Meeting has already commenced or has continued in their absence.

4.20.4 Meetings Conducted Remotely

If a Council Meeting is conducted wholly or partially by electronic means, the Chair may, with the consent of the Meeting, modify the application of any of these Rules to facilitate the more efficient and effective transaction of the business of the Meeting.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

CHAPTER 5 – OTHER MEETINGS OF COUNCIL

5.1 JOINT MEETINGS OF COUNCILS

Section 62 of the *Local Government Act 2020* provides for Joint Meetings of Councils. Section 62 of the Act states that:

- (1) Two or more Councils may determine to hold a Joint Meeting.
- (2) A Joint Meeting is a Council Meeting of each Council for the purposes of this Act and the provisions of this Act, except section 61(3), (4) and (5)(d), apply accordingly.
- (3) A Joint Meeting is to be constituted by the Councillors of the Councils holding the Joint Meeting consisting of:
 - (a) the total number of Councillors determined by the Councils holding the Joint Meeting; and
 - (b) at least 3 Councillors from each of the Councils holding the Joint Meeting.
- (4) A quorum at a Joint Meeting is constituted by the number of Councillors that is equal to at least a majority of the Councillors from each of the Councils holding the Joint Meeting.
- (5) Subject to subsections (2) and (6), the procedures for conducting a Joint Meeting are to be determined by the Councils holding the Joint Meeting.
- (6) A Joint Meeting must comply with any requirements prescribed by the regulations.

Unless otherwise stated within these Rules, the Chapters 1, 2, 3, 5 and 6 and of these Rules apply to all Joint Meetings of Councils. Chapter 4 of these Rules may apply to a Joint Meeting of Councils if Members of that Joint Meeting resolve to adopt Chapter 4 of these Rules for the purposes of that Meeting.

5.2 DELEGATED COMMITTEES

Section 63 of the *Local Government Act 2020* provides for Delegated Committees. Section 63 of the Act states that:

- (1) A Delegated Committee established by a Council:
 - (a) must include at least 2 Councillors; and
 - (b) may include any other persons appointed to the Delegated Committee by the Council who are entitled to vote.
- (2) A Meeting of a Delegated Committee established by a Council must be chaired by:
 - (a) a Councillor appointed by the Council or the Mayor to chair meetings of the Delegated Committee; or
 - (b) if the Councillor appointed by the Council or the Mayor to chair meetings of the Delegated Committee is not present at the meeting, a Councillor who is present at the Meeting and is appointed by the Members of the Delegated Committee who are present at the meeting.
- (3) Section 61 applies to a Meeting of a Delegated Committee as if the Members were Councillors.

Unless otherwise stated within these Rules, Chapters 1-6 of these Rules apply to Delegated Committee Meetings of Council.

5.3 JOINT DELEGATED COMMITTEES

Section 64 of the *Local Government Act 2020* provides for Joint Delegated Committees. Section 64 of the Act states that:

- (1) Two or more Councils may resolve to establish a Joint delegated committee.
- (2) A Joint Delegated Committee is a delegated committee of each Council that has resolved to establish the joint delegated committee for the purposes of this Act and the provisions of this Act, except section 61(3), (4) and (5)(d), apply accordingly.
- (3) A Joint Delegated Committee must include at least one Councillor from each of the Councils that has resolved to establish the Joint Delegated Committee.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

- (4) A meeting of a Joint Delegated Committee must be chaired by a Councillor from one of the Councils that has resolved to establish the Joint Delegated Committee who is present at the meeting and is appointed by the members of the Joint Delegated Committee who are present at the meeting.
- (5) A quorum at a meeting of a Joint Delegated Committee is constituted by the number of members that is equal to at least a majority of the members constituting the Joint Delegated Committee.
- (6) Subject to subsection (2) and (7), the procedures for conducting a meeting of a Joint Delegated Committee are to be determined by the Councils that have resolved to establish the Joint Delegated Committee.
- (7) A Joint Delegated Committee must comply with any requirements prescribed by the regulations.

Unless otherwise stated within these Rules, Chapters 1, 2, 3, 5 and 6 of these Rules apply to all Joint Delegated Committees. Chapter 4 of these Rules may apply to a Joint Delegated Committee Meeting if Members of that Meeting resolve to adopt Chapter 4 of these Rules for the purposes of that Meeting.

5.4 AUDIT AND RISK COMMITTEE

Section 53 of the *Local Government Act 2020* states that Council must establish an Audit and Risk Committee. An Audit and Risk Committee is not a Delegated Committee.

The Audit and Risk Committee will operate under its own Charter in accordance with the *Local Government Act 2020*, however, unless otherwise stated within these Rules, Chapters 3 and 6 of these Rules apply to the Audit and Risk Committee.

5.5 COMMUNITY ASSET COMMITTEE

Section 65 of the *Local Government Act 2020* states that Council may establish a Community Asset Committee and appoint as many members to that Committee as the Council considers necessary to enable the Community Asset to achieve the purpose of managing the assets in the municipality.

Unless otherwise stated within these Rules, Chapter 3 and 6 of these Rules apply to any Community Asset Committee. When establishing a Community Asset Committee, Council may then resolve which other Chapters of these Rules may also apply to the Committee.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

CHAPTER 6 – ELECTION PERIOD (CARETAKER) POLICY

Section 60(e) of the *Local Government Act 2020* states that a Council must develop, adopt and keep in force Governance Rules with respect to an Election Period Policy in accordance with section 69 of the Act. Section 69(1) of the Act states that a Council must include an Election Period Policy in its Governance Rules.

Greater Dandenong City Council adopted its current Election Period (Caretaker) Policy under the Local Government Act 1989 on 28 January 2020 prior to the *Local Government Act 2020* coming into effect.

The policy contained within Chapter 6 of these Rules is the same as the Election Period (Caretaker) Policy adopted by Council on 28 January 2020 but it includes amendments required under the new *Local Government Act 2020*.

6.1 ELECTION (CARETAKER) PERIOD

The Election Period for Victorian Local Government General Elections commences on the last day on which nominations for that election can be received and ceases at 6.00pm on Election Day. During the Election Period, Council will be deemed to be in election or caretaker mode.

The areas of Council's operations that will be impacted during the Election Period by the caretaker provisions are:

- a) decision making (including major contract and policy decisions or decisions relating to the employment of the Chief Executive Officer);
- b) use of council resources;
- c) events;
- d) media;
- e) publications;
- f) public consultation;
- g) requests for information;
- h) Councillor expenditure;
- i) grants funding; and
- j) contact with staff.

The Chief Executive Officer will ensure that all employees are informed of the requirements of the Election Period at least 30 days prior to the commencement of it.

6.1.1 Misuse of Position

Councillors and candidates must be given equal access to support and information in the lead up to an election. Under section 123 of the *Local Government Act 2020*, Councillors and Delegated Committee Members cannot intentionally misuse their position to gain or attempt to gain, either directly or indirectly, an advantage for themselves or any other person.

Councillors must not use their position as an elected representative or their access to Council resources to gain media attention specifically in support of an election campaign.

No member of staff, when working as an employee of Greater Dandenong City Council and during work time, including the Mayor and Councillors Executive Assistant, can undertake any tasks connected directly or indirectly with a Councillor's election campaign. What a staff member can do in their own personal time (as a private citizen) has been clarified in [Appendix 1 – Guide for Staff Participating in Election Activities Outside Their Role Within Council](#)

Under the Act, the penalty for misuse of position is 600 penalty units or imprisonment for five (5) years.

6.1.2 Contact with Staff

The Chief Executive Officer or any staff member, when working as an employee of Greater Dandenong City Council and during work time, cannot be asked to undertake any tasks connected directly or indirectly with electioneering. Similarly, all candidates must respect the privacy and wishes of staff when they are not at work (i.e., not all staff wish to be approached in any way outside of business hours.)

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

All queries and requests for access to information during the Election Period are to be directed through the Executive Management Team or the Manager Governance.

Council staff must act with integrity at all times. Any staff member who considers that they have been asked to undertake any task connected directly or indirectly with electioneering must advise their Manager, the Manager Governance and their Director immediately.

6.1.3 Expenditure

During the Election Period, claims for reimbursement of expenses must be used exclusively within the requirements set out in the Expenses, Support, and Reimbursement Policy and under no circumstance used in relation to any election campaigning or activities.

Councillors and Delegated Committee Members shall not participate in any interstate or overseas travel or undertake training or professional development activities in their capacity as a Councillor or Delegated Committee Member during the Election Period.

6.1.4 Council Resources

Public resources must not be used in a manner that may influence voting in an election or provide an undue advantage or disadvantage to a candidate.

During the Election Period, Council resources including offices, vehicles, staff, hospitality, services, property, equipment, stationery, Council logos, photos or images must be used exclusively for the purposes of the day-to-day operations of Council and under no circumstances used in relation to any election campaigning or activities.

In the event that Council resources may be perceived as being related to election campaigning, advice should be sought from the Chief Executive Officer.

6.1.5 Community Grants Program Funding

Assessment of all Community Grants applications will be suspended during the Election Period. Council will still accept applications during this time, but they will not be considered until after Election Day (*see Community Grants policies*).

6.1.6 Decision Making

Council will continue to hold Council Meetings during the Election Period to ensure Council continues to meet the needs of the community.

The following designated decisions are prohibited pursuant to section 69 of the *Local Government Act 2020*.

- a) decisions relating to the appointment or remuneration of the Chief Executive Officer but not to the appointment or recruitment of an Acting Chief Executive Officer; or
- b) decisions that commit the Council to expenditure exceeding one per cent of the Council's income from general rates, municipal charges and service rates and charges in the preceding financial year; or
- c) decisions the Council considers could be reasonably deferred until the next Council is in place; or
- d) decisions the Council considers should not be made during an election period.

During the Election Period, Council will also not make any major policy decisions or any significant decisions that may be perceived to inappropriately bind the incoming Council or any decisions that could reasonably be made after the Council Elections.

6.1.7 Caretaker Statement

During the Election Period the Chief Executive Officer will ensure that a Caretaker Statement is included in every report submitted to a Council Meeting for decision. The Caretaker Statement will be as follows:

- a) the recommended decision is not a decision as defined in Section 69 of the *Local Government Act 2020*, or a significant decision within the meaning of Council's Election Period (Caretaker) Policy.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

6.1.8 Community Engagement

Any community engagement or public consultations should be avoided during the Election Period with the exception of public consultation required under the *Planning and Environment Act 1987* or matters subject to section 223 of the *Local Government Act 1989*.

If it is imperative to the day-to-day operations of Council that if community engagement needs to be conducted during the Election Period, it must be authorised in writing by the Chief Executive Officer.

Should Council be required to conduct community engagement during the Election Period, that engagement must not express any links to the election. In the likelihood that the engagement process is to become contentious or politically sensitive it should not proceed.

6.1.9 Council Communications and Publications

Council communications and publications in all formats (with the exception of Council's newsletter "*the Council News*") will remain distributed and accessible during the Election Period, however they will be limited to promoting normal Council services and activities.

Under no circumstances are Council communications and/or publications that might influence voting or provide an undue advantage for a candidate to be distributed during the Election Period. This limitation does not apply to information that is only about the process of the election.

A Councillor or member of Council staff must not intentionally or recklessly print, publish or distribute, or cause, permit or authorise to be printed, published or distributed any electoral matter in the name of Council or using Council resources during the Election Period. Council must not print, publish or distribute a publication during the Caretaker Period unless it has been approved by the Manager Governance acting on behalf of the Chief Executive Officer.

Under these provisions and during the Election Period, Council will not publish its October edition of *the Council News*, Greater Dandenong's monthly magazine.

A Council employee must not make any public statement that could be construed as influencing the election. Statements of clarification may be required from time to time and these must be approved by the Chief Executive Officer.

In the event that a Council spokesperson is required for a statement, the Chief Executive Officer will fulfil that role.

During the Election Period, Councillor profiles on Council's Website will be limited to a name and contact details only, for the purpose of their day-to-day role as an existing Councillor.

6.1.10 Social Media

Council cannot publish any notices on social media without approval from the Manager Governance acting on behalf of the Chief Executive Officer.

Social Media includes, but is not limited to Facebook, Twitter, YouTube, and blogs.

Any subject matter that is posted on council-controlled social media sites during the Election Period (including any posts by members of the public) that could be viewed as electoral or campaigning material will be removed, such as photos of Councillors at publicity events as well as Councillor profiles from Council's website (excluding Councillor contact details).

The site will be monitored regularly during business hours and any material deemed to be election campaign material by the CEO or his delegate will be removed as soon as practicable. Postings over the weekend will be monitored, however, removal may be delayed until the following business day.

While Councillors still undertake duties of their office during the Election Period, they must not use Council-related material, opinion or commentary within their own personal social media sites during that period.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

No media advice or assistance will be provided to Councillors in relation to election campaign matters.

6.1.11 Functions and Events

Normal Council events are not prohibited during the Election Period, however it is position under these Rules that Council keeps them to a minimum.

Any event or function held during the Election Period shall relate only to the normal annual business of Council and shall not be used in connection with any election activity. All publicity, invitations and speeches prepared for use as part of a Council event or function held during the Caretaker Period must be approved by the Manager Governance on behalf of the Chief Executive Officer.

Where possible, the Chief Executive Officer, or delegate, will preside over any Council event or function held during the Election Period. Councillors should avoid making speeches at any Council event or function during the Election Period. Where circumstances require a Councillor to speak, the speech must not contain any political references, nor shall it provide, or be perceived to provide, an undue advantage to the Councillor in relation to the upcoming elections.

The following events will have variations:

- a) Mayors Annual Event – which may be scheduled earlier in the year, so it is not held during the Election Period; and
- b) Citizenship Ceremonies – will not be conducted during the Election Period.

Councillors must be reminded that if representing Council at a function or event during the Election Period that they are representing the Council and must not use the opportunity for electioneering.

Functions and events for the purpose of electioneering must not, and will not be, resourced or publicised by Council.

6.1.12 Access to Information

During the Election Period, Councillors and candidates shall not request or receive information or advice from Council staff to support election campaigns, nor shall staff provide such information.

While it remains important that sitting Councillors continue to have access to information or advice that is necessary to fulfil their existing roles, the provision of this information must be exercised with caution and limited to current matters that relate to the day-to-day operations of Council as required by the Councillor in the performance of their duties as a Councillor.

Council will ensure transparency in the provision of all information and advice during the Election Period. Information and briefing material prepared by staff for Councillors during the Election Period will relate only to factual matters or to existing services to assist Councillors in maintaining the day-to-day operations and activities of Council.

All enquiries from candidates (including sitting Councillors) in relation to the conduct of the election will be directed to the Election Manager (previously called the Returning Officer).

Section 123 of the *Local Government Act 2020* prescribes serious penalties for any Councillor or Delegated Committee Member who intentionally misuses their position to advantage or disadvantage any person.

Any Freedom of Information applications required to be processed during the Election Period on matters, costs or expenses relating to sitting Councillors will be dealt with in accordance with the *Freedom of Information Act 1982* but, where possible, outside of the Election Period.

6.1.13 Candidate Information

In conjunction with the Victorian Electoral Commission and Local Government sector industry bodies, Council will provide candidates with a Councillor Candidate Information Kit and opportunities to attend a Candidate Information Session to assist them in running and nominating for Council.

The Information Kits and Candidate Information Session will outline the obligations and requirements of nominating at the 2020 Local Government Elections.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

6.1.14 Information Request Register

Council recognises that all election candidates have equal rights to public information from Council Administration subject to the *Privacy and Data Protection Act 2014* which may prevent disclosure of certain information.

To ensure Council maintains complete transparency in the provision of all information and advice during the Election Period, the Governance Unit will maintain an Elections Information Request Register during the Election Period. The Elections Information Request Register will be a public document that records all requests relating to electoral matters and non-routine requests for information by Councillors and candidates and the response given to those requests.

Responses to requests for information by candidates should only be responded to by a Manager, Director or Chief Executive Officer and should be in writing.

All requests relating directly to electoral process or campaigning matters will be referred to the Election Manager.

6.1.15 Role of Election Manager

All election related enquires from candidates, whether sitting Councillors or not, will be directed to the Election Manager. Where the matter is outside the responsibilities of the Election Manager, candidates will be referred to the Greater Dandenong City Council's Chief Executive Officer or his delegate.

6.1.16 Grievances

Council confirms that all candidates for the 2020 General Elections will be treated equally. Any complaints or grievances in relation to these Rules should be referred to the Manager Governance. Any complaints or grievances in relation to the conduct of the elections should be referred to the Election Manager appointed by the Victorian Electoral Commission.

6.1.17 Disclaimer

These Rules should be used as a guide only and are not a substitute for legal advice. If necessary, legal advice should be sought independently to clarify the relevant aspect of the *Local Government Act 2020* and/or any other relevant regulations relating to the 2020 Council Elections Election Period.

6.2 GUIDE FOR STAFF PARTICIPATING IN ELECTION ACTIVITIES OUTSIDE THEIR ROLE WITHIN COUNCIL

It is understood that members of staff may live within the municipality and participate in Greater Dandenong City Council elections as part of their normal community affairs as a private citizen. Some members of staff may choose to electioneer for candidates in Greater Dandenong City Council elections.

If a member of staff has a significant role in an election candidate's campaign, there is potential for a conflict of interest between taking a position on issues and impartially performing their official Council duties. In such circumstances, the employee should discuss such potential conflicts of interest with the Manager People and Procurement or Manager Governance.

Members of staff should also be aware that there are obligations in relation to conflicts of interest under the *Local Government Act 2020* and the Greater Dandenong City Council Code of Conduct – Staff.

If a member of staff is involved in electioneering activities, they should make it clear that they are not undertaking these activities in their capacity as an employee of Council. This includes not using Council's email address, email footer or letterhead, and not wearing any council uniform or logo while undertaking those electioneering activities. In addition:

- a) Staff must not use any Council resources in undertaking electioneering activities.
- b) Staff must not undertake electioneering activities during work time.
- c) Staff must ensure that their electioneering activities do not influence or interfere with their performance at work.

4.3.7 Mandatory Amendments to Council's Governance Rules (Cont.)

Staff must also ensure that, if undertaking electioneering activities and making comment on Council activities that they are involved in, they make it clear that they are expressing their own views as a private citizen and not making an official comment on behalf of Council as an employee.

6.3 APPROVAL PROCESS FOR COUNCIL PUBLICATIONS

- a) Please understand and read through Chapter 6 of these Rules.
- b) If you are intending to print, publish or distribute any advertisement, handbill, pamphlet or notice during the election period then read through the document you have produced carefully and check that it does not contain any electoral or electoral related matter.
- c) The document must be approved by the Manager Governance on behalf of the Chief Executive Officer.
- d) Please email the objective reference of any publication intended to be distributed during the Election Period to zzCaretaker@cgd.vic.gov.au so that the document can be approved. This DOES NOT include operational letters to residents from Council officers that respond to queries, registrations, requests for permits, payments, immunisations, etc. Normal operations of Council continue during an Election Period. However, if you are uncertain, send your publication to the email address above. The Manager Governance will read the proposed publication and check that no election material is present.
- e) The Manager Governance will advise you whether the document is approved for general circulation during the Election Period and what is to be included or changed in the document (if changes are required).
- f) Governance will arrange for a copy (alias) of the document to be saved in a specific election period folder within Objective.

Please do not send documents directly to the CEO. Turnaround time (maximum) for having responses back is two working days. Governance will always ensure that urgent material is prioritised.

Your request to Governance

This could read something like:

This material has been checked and does not contain any electoral or electoral related matter to the best of my knowledge. Could you please arrange to have the material approved and advise me accordingly?

4.3.8 List of Registered Correspondence to Mayor and Councillors

File Id:	qA283304
Responsible Officer:	Manager Governance
Attachments:	Correspondence Received 1-12 August 2022

Report Summary

Subsequent to past resolutions made by Council in 2013 and 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 1-12 August 2022.

Recommendation

That the listed items provided in Attachment 1 for the period 1-12 August 2022 be received and noted.

4.3.8 List of Registered Correspondence to Mayor and Councillors (Cont.)

OTHER

**LIST OF REGISTERED CORRESPONDENCE TO MAYOR AND
COUNCILLORS**


ATTACHMENT 1

**CORRESPONDENCE RECEIVED
1-12 AUGUST 2022 2022**

PAGES 3 (including cover)

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

4.3.8 List of Registered Correspondence to Mayor and Councillors (Cont.)

					
Correspondences addressed to the Mayor and Councillors received between 01/08/22 & 12/08/22 - for officer action - total = 4					
Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Currently Assigned	
A letter from a Noble Park resident claiming they do not accept any Council rates notice or any charges under the Commonwealth Constitution.	09-Aug-22	10-Aug-22	fA254021	Mayor and Councillors EA	
An invitation from Cleanaway in Dandenong South for Council to attend a webinar briefing regarding an upgrade to its Clinical Waste Treatment Facility.	11-Aug-22	11-Aug-22	fA254153	Mayor and Councillors EA	
A follow up email from a Noble Park resident regarding tree branches protruding over the sidewalk at the front of their house.	11-Aug-22	12-Aug-22	fA254223	Mayor and Councillors EA	
A letter from a Springvale resident requesting a completion date for the two additional ramps at the multi-deck car park in Springvale.	02-Aug-22	04-Aug-22	fA253099	Mayor and Councillors EA	

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

4.3.8 List of Registered Correspondence to Mayor and Councillors (Cont.)

Objective

CONNECTED. COLLABORATIVE. COMMUNITY.

Correspondences addressed to the Mayor and Councillors received between 01/08/22 & 12/08/22 - for information only - total = 8

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Currently Assigned
An invitation to the Mayor to attend the Victorian Afghan Associations Network Community Hub in Dandenong.	03-Aug-22	03-Aug-22	A890447	Mayor and Councillors EA
A letter of response to the Mayor from the Minister of Energy in response to the Mayor's concerns for manufacturing and business energy security in Greater Dandenong	01-Aug-22	05-Aug-22	A8997245	Mayor and Councillors EA
An email from the Sport Access Foundation advising that its 2022 grant application program closes on Friday 12 August	06-Aug-22	08-Aug-22	A9002676	Mayor and Councillors EA
An invitation to Council to become a supported of EveryAGE Counts.	01-Aug-22	09-Aug-22	A9007607	Mayor and Councillors EA
An invitation to the Mayor to attend the Drug Court's 20th Anniversary celebration.	09-Aug-22	09-Aug-22	A9009120	Mayor and Councillors EA
An email from two people advising how the Local Government Act 2020 has changed the way Councils have to inform the public.	10-Aug-22	10-Aug-22	A9012104	Mayor and Councillors EA
Response from Rhonda Garad to the invitation from Cleanaway in Dandenong South for Council to attend a webinar briefing regarding an upgrade to its Clinical Waste Treatment Facility.	12-Aug-22	12-Aug-22	A9021519	Mayor and Councillors EA
A request from the Australian South Sea Islanders to join with the City of Sydney and recognise them as a distinctive cultural group by joining its flag raising ceremony in Sydney on 25 August 2022.	12-Aug-22	12-Aug-22	A9021709	Mayor and 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 Governance Rules.

6 REPORTS FROM COUNCILLORS/DELEGATED MEMBERS AND COUNCILLORS' QUESTIONS

The principle purpose of this item in the Council Meeting Agenda is for Councillors to report on their attendance, observations or important matters arising from their liaison or representation with groups for which the Councillor has been formally appointed by Council. In accordance with the documented 'protocol' that applies to either liaisons or representatives, Councillors should raise matters of importance during this item. Other matters may also be reported.

If a Councillor chooses to speak, the name of the conference/event and the Councillor will be noted in the Minutes for that meeting. If a Councillor requires additional information on the conference/event to be listed in the Minutes, they must submit it in writing to a Governance staff member by 12.00pm the day following this Council Meeting.

Question time is provided to enable Councillors to address questions to members of Council staff. The guidelines for asking questions at a Council meeting are included in the current Governance Rules.

Councillors have a total of 15 minutes each to report on their attendances at meetings, conferences or events and to ask questions of Council staff.

7 URGENT BUSINESS

No business may be admitted as urgent business unless it:

- a. Relates to or arises out of a matter which has arisen since distribution of the Agenda.
- 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.