



**GREATER  
DANDENONG**  
*City of Opportunity*

# **AGENDA**

## **MONDAY 27 MARCH 2023**

Commencing at 7:00 PM

### **COUNCIL MEETING**

At the time of printing this Agenda, the Council Meeting to be held on Monday 27 March 2023, will be open to the public to attend in person but will be subject to venue seating capacity.

This will be a hybrid meeting consisting of Councillors attending in person and remotely.

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

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

*The Civic Centre basement carpark will be opened to all members of the public during library opening hours. Any parking in this area will be subject to availability and time limits as notified by any signage posted.*

**COUNCIL CHAMBERS**  
**225 Lonsdale Street, Dandenong VIC 3175**

## TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
<b>1</b>	<b>MEETING OPENING .....</b>	<b>1</b>
<b>1.1</b>	<b>ATTENDANCE .....</b>	<b>1</b>
<b>1.2</b>	<b>ACKNOWLEDGEMENT OF TRADITIONAL OWNERS OF THE LAND .....</b>	<b>1</b>
<b>1.3</b>	<b>OFFERING OF PRAYER, REFLECTION OR AFFIRMATION .....</b>	<b>2</b>
<b>1.4</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING .....</b>	<b>2</b>
<b>1.5</b>	<b>DISCLOSURES OF INTEREST .....</b>	<b>3</b>
<b>1.6</b>	<b>ADOPTION OF THE AUDIT AND RISK COMMITTEE MEETING MINUTES .....</b>	<b>4</b>
<b>2</b>	<b>OFFICERS' REPORTS - PART ONE .....</b>	<b>6</b>
<b>2.1</b>	<b>DOCUMENTS FOR SEALING .....</b>	<b>6</b>
	2.1.1 Documents for Sealing .....	6
<b>2.2</b>	<b>DOCUMENTS FOR TABLING .....</b>	<b>8</b>
	2.2.1 Documents for Tabling .....	8
	2.2.2 Petitions and Joint Letters .....	10
<b>2.3</b>	<b>STATUTORY PLANNING APPLICATIONS .....</b>	<b>18</b>
	2.3.1 Planning Delegated Decisions Issued - February 2023 .....	18
	2.3.2 Planning Decisions Issued by Planning Minister's Delegate - February 2023 .....	32
	2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) .....	35
<b>3</b>	<b>QUESTION TIME - PUBLIC .....</b>	<b>83</b>
<b>4</b>	<b>OFFICERS' REPORTS - PART TWO .....</b>	<b>85</b>
<b>4.1</b>	<b>CONTRACTS .....</b>	<b>85</b>

4.1.1	Contract No. 2223-36 Reconstruction of Ordish Rd, Dandenong South .....	85
<b>4.2</b>	<b>POLICY AND STRATEGY .....</b>	<b>93</b>
4.2.1	Cricket Wicket Policy 2023 .....	93
<b>4.3</b>	<b>OTHER .....</b>	<b>111</b>
4.3.1	Audit and Risk Committee Activity Report .....	111
4.3.2	Draft Minutes of Positive Ageing Advisory Committee Meeting - 9 February 2023 .....	121
4.3.3	Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings .....	130
4.3.4	List of Registered Correspondence to Mayor and Councillors .....	136
<b>5</b>	<b>NOTICES OF MOTION .....</b>	<b>140</b>
<b>6</b>	<b>REPORTS FROM COUNCILLORS/DELEGATED MEMBERS AND COUNCILLORS' QUESTIONS .....</b>	<b>141</b>
<b>7</b>	<b>URGENT BUSINESS .....</b>	<b>142</b>

---

## **1 MEETING OPENING**

### **1.1 ATTENDANCE**

**Apologies**

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

Council acknowledges the Traditional Owners and Custodians of this land, the Bunurong people and pays 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 this evening will be offered by Mrs Ursula Aruma from the Sri Sathya Sai Organisation, a member of the Greater Dandenong Interfaith Network.

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

Meeting of Council held 14 March 2023.

#### **Recommendation**

**That the minutes of the Meeting of Council held 14 March 2023 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](http://www.legislation.vic.gov.au).

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

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

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

## 1.6 ADOPTION OF THE AUDIT AND RISK COMMITTEE MEETING MINUTES

The Audit and Risk Committee held a meeting on 3 March 2023 and Minutes of this meeting, as summarised in the following table, are presented to Council for adoption.

Item	Topic
1.	<p>The Audit and Risk Committee reviewed, discussed and noted the following reports with Council officers and the internal auditor:</p> <ul style="list-style-type: none"><li>• Status of Internal Audit Actions;</li><li>• Strategic Internal Audit Plan Update;</li><li>• Maternal Child Health Draft Internal Audit Scope; and</li><li>• Tree Management Draft Internal Audit Scope.</li></ul>
2.	<p>The Audit and Risk Committee discussed the proposed 2023 external audit with the external auditor, RSD Audit.</p>
3.	<p>The Audit and Risk Committee reviewed its Annual Work Plan, Council's Rolling Internal Control Environment Plan and Council's Policy Compliance Register.</p>
4.	<p>The Audit and Risk Committee reviewed, discussed and noted a number of internal Council reports in relation to:</p> <ul style="list-style-type: none"><li>• risk management;</li><li>• occupational health and safety;</li><li>• IT vulnerability assessment and annual penetration testing;</li><li>• Financial reporting for the period 1 July 2022-31 December 2022; and</li><li>• Council's annual leave liability.</li></ul>
5.	<p>The Audit and Risk Committee (ARC) also reviewed and discussed the following items:</p> <ul style="list-style-type: none"><li>• South East leisure Pty Ltd (SEL) Financial Report 31 December 2022</li><li>• Dandenong Market Pty Ltd (DMPL) Performance Report 31 December 2022;</li><li>• Integrity Body Reports relevant to Council;</li><li>• ARC Bi-Monthly Report to Council;</li><li>• ARC Self-Assessment 2023; and</li><li>• Integrity Body reports applicable to Council.</li></ul>
6.	<p>The Audit and Risk Committee noted that the ARC Charter is due for review in June 2023.</p>

---

**1.6 ADOPTION OF THE AUDIT AND RISK COMMITTEE MEETING MINUTES (Cont.)**

**Recommendation**

**That the unconfirmed minutes of the Audit and Risk Committee meeting held on 3 March 2023 be adopted.**

## **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 are five items being presented to Council's meeting of 27 March 2023 for signing and sealing as follows:

1. A letter of recognition to Anh Tran, Community Strengthening for 20 years of service to the Greater Dandenong City Council; and
2. A letter of recognition to Bojana Bray, Community Strengthening for 10 years of service to the Greater Dandenong City Council; and
3. A letter of recognition to Mara Savic, Community Strengthening for 20 years of service to the Greater Dandenong City Council; and
4. A letter of recognition to Vanessa Gigliotti, Community Strengthening for 20 years of service to the Greater Dandenong City Council; and
5. A letter of recognition to Dale Foster, Business, Engineering & Major Projects for 30 years of service to the Greater Dandenong City Council.

**Recommendation**

**That the listed documents be signed and sealed.**

## **2.2 DOCUMENTS FOR TABLING**

### **2.2.1 Documents for Tabling**

File Id:	qA228025
Responsible Officer:	Manager Governance

---

#### **Report Summary**

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

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

#### **Recommendation Summary**

This report recommends that the listed items be received.

---

**2.2.1 Documents for Tabling (Cont.)**

**List of Reports**

Author	Title
State Library Victoria	Libraries for Health and Wellbeing: a partnership toolkit
The One Box	Connecting Australian Communities Through Dignified Food Relief

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

**Recommendation**

**That the listed items be received.**

### 2.2.2 Petitions and Joint Letters

File Id:	qA228025
Responsible Officer:	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.**

#### Recommendation Summary

This report recommends that the listed items in Attachment 1, and the current status of each, be received and noted.

### **2.2.2 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 27 March 2023.

***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.**

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

**DOCUMENTS FOR TABLING**

**PETITIONS AND JOINT LETTERS**

**ATTACHMENT 1**

**PETITIONS AND JOINT LETTERS**

**PAGES 6 (including cover)**

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

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

Date Received	• Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
	THIS PAGE HAS BEEN LEFT INTENTIONALLY BLANK			

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

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

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
	THIS PAGE HAS BEEN LEFT INTENTIONALLY BLANK			

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

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

Date Received	• Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
	THIS PAGE HAS BEEN LEFT INTENTIONALLY BLANK			

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

---

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

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

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

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

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

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

## **2.3 STATUTORY PLANNING APPLICATIONS**

### **2.3.1 Planning Delegated Decisions Issued - February 2023**

File Id:	qA280
Responsible Officer:	Director City Planning Design & Amenity
Attachments:	Planning Delegated Decisions Issued – February 2023

---

#### **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 February 2023.

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.**

---

**2.3.1 Planning Delegated Decisions Issued - February 2023 (Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**PLANNING DELEGATED DECISIONS ISSUED -  
FEBRUARY 2023**

**ATTACHMENT 1**

**PLANNING DELEGATED  
DECISIONS ISSUED  
FEBRUARY 2023**

**PAGES 13 (including cover)**

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

2.3.1 Planning Delegated Decisions Issued - February 2023 (Cont.)

City of Greater Dandenong

Planning Delegated Decisions Issued from 01/02/2023 to 28/02/2023

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA22/0018	PInAppAnd	No	50 South Gippsland Highway DANDENONG SOUTH VIC 3175	The Costa Group Pty Ltd	AMENDMENT TO: To use and develop the land for the purpose of a convenience shop, the erection on the land of a Petrol station to operate on a 24 hour basis and signage, the development of the land for a warehouse, to reduce the number of car parking spaces under Clause 52.06-5 for the warehouse, and to alter access to a road in a Transport Zone 2 (930564)	Amend endorsed plans to allow development of warehouse to rear of service station and access through service station	Delegate	AmendPerm	28/02/2023	Dandenong
PLA22/0069	PInAppAnd	No	11-53 Waterview Close DANDENONG SOUTH VIC 3175	Le Mans Grand Prix Circuits Pty Ltd	AMENDMENT TO: Use of the land for the purpose of a Motor racing track (Go Kart Complex), indoor recreation facility (laser tag, mini golf, and VR arena), amusement parlour, a food and drink premise, a licensed premise and associated buildings and works (PLN04/0882)	Amend planning permit to consolidate with PLN11/0485.01 combine addresses and uses on site	Delegate	AmendPerm	28/02/2023	Dandenong
PLA22/0082	PInAppAnd	No	1/45-49 Popes Road KEYSBOROUGH VIC 3173	MITEQ PIL	Amendment to: The erection of four (4) factories, in accordance with the attached endorsed plans	Proposal fails to meet the decision guidelines of Clause 65	Delegate	Refusal	16/02/2023	Noble Park
PLA22/0087	PInAppAnd	No	Willow Lodge 418 Frankston Dandenong Road BANGHOLME VIC 3175	Palm Lake Works Pty Ltd	AMENDMENT TO Display internally illuminated business identification signage (PLN20/0444)	Amend endorsed plans to relocate existing signage	Delegate	AmendPerm	10/02/2023	Keysborough South

01/03/2023

1

EANTOS

### 2.3.1 Planning Delegated Decisions Issued - February 2023 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA22/0096	P/nAppAnd	No	1/53-55 Stud Road DANDENONG VIC 3175	Owners Corporation PS448075T	AMENDMENT TO: Develop the site for fourteen (14) two storey units with access to a Road Zone Category 1 (Stud Road) and associated car parking, all in accordance with the endorsed plans (2000/0444)	Amend permit to allow removal of trees	Delegate	AmendPerm	28/02/2023	Cleland
PLA22/0097	P/nAppAnd	No	86 Hemmings Street DANDENONG VIC 3175	C Chatoglou	AMENDMENT TO: Use of the land for the sale and consumption of liquor (on-premises licence) (PLN2/0479)	Amend permit condition 3 to increase serving hours and amend endorsed plans to increase red line plan	Delegate	AmendPerm	22/02/2023	Yarraman
PLA22/0099	P/nAppAnd	No	15 Hazel Avenue DANDENONG VIC 3175	Nepman Planning Consultants	AMENDMENT TO: PLN17/0317.02, which allowed for Manufacturing Sales and sale and consumption of liquor (Producers Licence) to be used in conjunction with the existing Industry (micro-distillery and micro-brewery). The amendment seeks to amend the preamble, delete conditions 1-2 and 15-27, alter the endorsed plans (PLN17/0317)	No response to further information request	Delegate	Lapsed	08/02/2023	Dandenong
PLA22/0109	P/nAppAnd	No	Office 52 McCrae Street DANDENONG VIC 3175	Pellagra Construction Group	AMENDMENT TO: PLN03/0331 (PLA22/0041) which allows for 'the development and use of the land for the purpose of a 124 room residential hotel, sale and consumption of liquor and to display signage, all in accordance with the endorsed plans' (PLN03/0331) DECLARED AREA	No response to further information request	Delegate	Lapsed	14/02/2023	Dandenong

EANTOS

2

01/03/2023

### 2.3.1 Planning Delegated Decisions Issued - February 2023 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA22/0121	PnAppAmd	No	BP Service Station 165 Stud Road DANDENONG NORTH VIC 3175	BP Australia Pty Ltd	AMENDMENT TO: Use and development of the site for a service station with variations to the requirements of Clause 52.12 of the Planning Scheme and convenience restaurant, and alteration of access to a Transport Zone 2 and display of two (2) pole signs, one (1) business identification sign and one (1) floodlit sign (PLN09/0536)	Amend endorsed plans to allow upgrade to signage and internal and external building refurbishment	Delegate	AmendPerm	17/02/2023	Dandenong North
PLA22/0125	PnAppAmd	No	118 Logis Boulevard DANDENONG SOUTH VIC 3175	Metropoli Planning Solutions	AMENDMENT TO: Buildings and works (mezzanine), a reduction of the car parking requirement associated with the use of motor repairs) and to display two (2) business identification signs (PLN22/0363)	Amend permit to allow buildings and works for internal first floor additions and a reduction of car parking spaces	Delegate	AmendPerm	16/02/2023	Dandenong
PLA23/0010	PnAppAmd	No	40 Gove Street SPRINGVALE VIC 3171	AMS Pty Ltd	AMENDMENT TO Subdivision of the land into four (4) lots PLN19/0155 SPEAR	Amend planning permit to delete condition relating to building regulation	Delegate	AmendPerm	15/02/2023	Springvale North
PLA23/0011	PnAppAmd	No	28 Barbara Avenue DANDENONG NORTH VIC 3175	Nobelius Land Surveyors Pty Ltd	AMENDMENT TO: Subdivision of the land into two (2) lots (PLN21/0134)	Amend planning permit to delete condition relating to building regulations	Delegate	AmendPerm	16/02/2023	Noble Park North
PLA23/0012	PnAppAmd	No	1 Stephenson Street SPRINGVALE VIC 3171	AMS Pty Ltd	AMENDMENT TO: Subdivision of the land into four (4) lots (PLN21/0325) SPEAR	Amend permit preamble and remove Condition 8	Delegate	AmendPerm	28/02/2023	Springvale North
EANTOS					3				01/03/2023	

### 2.3.1 Planning Delegated Decisions Issued - February 2023 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN21/0552	PlnApp	No	24 Edmond Street SPRINGVALE VIC 3171	Abacus Design & Planning	Development of the land for four (4) dwellings	General Residential 3 Zone, 719sqm	Delegate	PlanPermit	24/02/2023	Springvale North
PLN21/0657	PlnApp	No	260 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	Stephen D'Andrea Pty Ltd	Use and development of the land for a Convenience Restaurant, development of the land for a Service Station and creation and alteration of access to a Transport Road Zone 2	Industrial 1 Zone, development of service station, associated take away drive through and alteration to a Road Zone, Category 1	Delegate	PlanPermit	28/02/2023	Dandenong
PLN21/0703	PlnApp	No	18 Cornelius Street DANDENONG VIC 3175	Planning and Design Pty Ltd	Development of the land for three (3) double storey dwellings	General Residential 1 Zone, 636sqm	Delegate	PlanPermit	09/02/2023	Cleland
PLN21/0711	PlnApp	No	262-278 Chapel Road KEYSBOROUGH VIC 3173	The United Vietnamese Buddhist Congregation Of South Eastern Melbourne	Use and development of the land for a dwelling and outbuilding	Green Wedge A Zone, 7181sqm, construction of single dwelling and maintenance store	Delegate	PlanPermit	27/02/2023	Keysborough South
PLN22/0121	PlnApp	No	1/11 Kelvin Grove SPRINGVALE VIC 3171	Abacus Design & Planning	Development of the land for ten (10) triple storey dwellings	General Residential 2 Zone, 994sqm	Delegate	NOD	07/02/2023	Springvale North
EANTOS					4				01/03/2023	

### 2.3.1 Planning Delegated Decisions Issued - February 2023 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN22/0160	P/nApp	No	25-27 Pacific Drive KEYSBOROUGH VIC 3173	Arden Cleanrooms (Australia) Pty Ltd	Building and works (mezzanine) and a reduction in the car parking requirements	Proposal is contrary to Clause 18.02-4S Roads and Clause 52.06 by failing to provide appropriate car parking and through reliance on on-street parking resulting in an unsafe environment for pedestrians, and is inconsistent with Clause 65	Delegate	Refusal	03/02/2023	Keysborough South
PLN22/0205	P/nApp	No	164 Buckley Street NOBLE PARK VIC 3174	RD Design and Drafting Pty Ltd	Development of the land for three (3) double storey dwellings	General Residential 1 Zone, 808sqm	Delegate	NOD	27/02/2023	Noble Park
PLN22/0220	P/nApp	No	4 Brough Street SPRINGVALE VIC 3171	VSDO Pty Ltd	Use of the land for an Indoor Recreation Facility (Badminton)	Commercial 2 Zone, indoor sports centre for badminton and table tennis and ancillary facilities	Delegate	NOD	22/02/2023	Springvale North
PLN22/0224	P/nApp	No	18 Elit Crescent NOBLE PARK VIC 3174	AECM Pty Ltd	Development of the land for five (5) double storey dwellings	No response to further information request	Delegate	Lapsed	01/02/2023	Springvale North
PLN22/0237	P/nApp	No	189-195 Discovery Road DANDENONG SOUTH VIC 3175	Signed On (Aust) Pty Ltd	Signage (Business Identification)	Industrial 1 Zone, acrylic fabricated letters non illuminated business sign	Applicant	Withdrawn	20/02/2023	Dandenong
EANTOS					5				01/03/2023	

### 2.3.1 Planning Delegated Decisions Issued - February 2023 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN22/0246	PtnApp	No	401-407 Hammond Road DANDENONG SOUTH VIC 3175	G P Smith Equipment Pty Ltd	To construct buildings and works and a reduction in the car parking requirement	Industrial 1 Zone, 1023sqm, construction of a hi-bay workshop and wash bay, reduce number of car parking spaces by 10	Delegate	PlanPermit	13/02/2023	Dandenong
PLN22/0249	PtnApp	No	43-63 Princess Highway DANDENONG SOUTH VIC 3175	Alset Australian Sub TC Pty Ltd	The construction of a building (Warehouse), display business identification signage, a reduction in the car parking requirement and alteration to a road in a Transport Zone 2	Commercial 2 Zone, 300sqm, construction of a warehouse with ancillary office, business identification signage and reduce number of car parking spaces	Delegate	PlanPermit	27/02/2023	Dandenong
PLN22/0254	PtnApp	No	46-52 Elliott Road DANDENONG SOUTH VIC 3175	J J Richards & Sons Pty Ltd	Buildings and Works (Truck Fuelling Bay)	Industrial 1 Zone, extension of truck depot to be used as a fuelling bay	Delegate	PlanPermit	22/02/2023	Dandenong
PLN22/0318	PtnApp	No	77 Lewis Street SPRINGVALE VIC 3171	Abacus Design & Planning	Development of the land for three (3) double storey dwellings	General Residential 1 Zone, 768sqm	Delegate	NOD	17/02/2023	Springvale North
PLN22/0335	PtnApp	No	2/17 O'Malley Crescent DANDENONG NORTH VIC 3175	Install a Veranda Pty Ltd	Extension to a dwelling on a lot less than 300 sqm	General Residential 1 Zone, 33sqm	Applicant	Withdrawn	10/02/2023	Cleveland
PLN22/0372	PtnApp	No	11 Oak Grove SPRINGVALE VIC 3171	ABS Design & Construction Services	Development of the land for two (2) double storey dwellings	General Residential 3 Zone, 600sqm	Delegate	PlanPermit	24/02/2023	Springvale Central
EANTOS					6				01/03/2023	

### 2.3.1 Planning Delegated Decisions Issued - February 2023 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN22/0414	PtnApp	No	215 Springvale Road SPRINGVALE VIC 3171	Le Fau Pty Ltd	Use of the land for the sale and consumption of liquor	Commercial 1 Zone	Delegate	PlanPermit	16/02/2023	Springvale North
PLN22/0430	PtnApp	No	7 Aegean Court KEYSBOROUGH VIC 3173	Phil Bernardo Drafting Pty Ltd	Development of the land for two (2) warehouses	Industrial 1 Zone, 2479sqm, development of two warehouses	Delegate	PlanPermit	10/02/2023	Keysborough South
PLN22/0438	PtnApp	No	51-95 Greens Road DANDENONG SOUTH VIC 3175	Oceania Glass	To construct buildings and works (canopy)	Industrial 1 Zone, 63000sqm, construction of a canopy as an extension to the existing warehouse	Delegate	PlanPermit	10/02/2023	Dandenong
PLN22/0455	PtnApp	No	102 Jesson Crescent DANDENONG VIC 3175	T Nazari	Development of the land for one (1) double storey dwelling to the side of an existing single storey dwelling, with alterations to the existing dwelling	Proposal is inconsistent with Clause 15 (Built Environment and Heritage), Clause 21.05 (Built Form), Clause 55.02-1 (Neighbourhood Character Objectives), Clause 22.09-3.1 (Residential Development and Neighbourhood Character), Clause 22.09-3.3 (Incremental Change Area), Clause 52.06-09 (Accessways and Design Standard 2- Car Parking Spaces), Clause 55.02-1 (Neighbourhood Character Objectives), Clause 55.03-5 (Energy Efficiency Objectives), Clause 55.04-05 (Overshadowing Open Space), Clause 55.05-5 (Solar access to Open Space Objective and Clause 55.06-1 (Design Detail Objective)	Delegate	Refusal	23/02/2023	Clelland
EANTOS					7				01/03/2023	

### 2.3.1 Planning Delegated Decisions Issued - February 2023 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN22/0467	PtnApp	No	103 Buckley Street NOBLE PARK VIC 3174	J Iurescu	Development of the land for two (2) double storey dwellings	General Residential 1 Zone, 624sqm	Delegate	NOD	06/02/2023	Noble Park
PLN22/0472	PtnApp/vic	Yes	1/393-399 South Gippsland Highway DANDENONG SOUTH VIC 3175	Stephen D'Andrea Pty Ltd	To construct a mezzanine VICSMART	Commercial 2 Zone	Delegate	PlanPermit	09/02/2023	Dandenong
PLN22/0487	PtnApp	No	286 Springvale Road SPRINGVALE VIC 3171	Jones Lang Lasalle	To display an electronic, illuminated sign	Commercial 1 Zone, internally illuminated marketing signage	Delegate	PlanPermit	22/02/2023	Springvale Central
PLN22/0504	PtnApp	No	8 Glynda Street DANDENONG VIC 3175	Frasers Building Services Pty Ltd	Use of the land for Industry (Food Production)	No response to further information request	Delegate	Lapsed	14/02/2023	Dandenong
PLN22/0509	PtnApp/vic	Yes	64 Colemans Road DANDENONG SOUTH VIC 3175	Chinchilla Enterprises Pty Ltd	Buildings and Works (Warehouse Extension and Canopy Extension) and Reduction in Car Parking Requirements VICSMART	Industrial 1 Zone, 878sqm, extension of existing warehouse and alterations to existing canopy over the loading area and reduce number of car parking	Applicant	Withdrawn	14/02/2023	Dandenong
PLN22/0542	PtnApp/vic	Yes	19/578-598 Princes Highway NOBLE PARK NORTH VIC 3174	J Mudher	Buildings and Works (Mezzanine) and a reduction in the car parking requirements VICSMART	Commercial 2 Zone, Alteration to existing warehouse and new mezzanine office space	Delegate	PlanPermit	10/02/2023	Noble Park North
EANTOS					8				01/03/2023	

### 2.3.1 Planning Delegated Decisions Issued - February 2023 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN22/0552	PtnApp	No	75/112 Stud Road DANDENONG VIC 3175	Install a Veranda Pty Ltd	Building and Works (Veranda)	General Residential 1 Zone, veranda extension	Delegate	PlanPermit	27/02/2023	Cleeland
PLN22/0566	PtnApp	No	48 Windsor Avenue SPRINGVALE VIC 3171	E Gip	Subdivision of the land into four (4) lots SPEAR	Residential	Delegate	PlanPermit	09/02/2023	Springvale Central
PLN22/0567	PtnApp	No	Parkmore Centre Management 317-321 Cheltenham Road KEYSBOROUGH VIC 3173	S MacLead-Smith	To display business identification signage	Commercial 1 Zone, upgrade supermarket signage to internally illuminated signs	Delegate	PlanPermit	20/02/2023	Keyborough
PLN22/0568	PtnApp	No	6 Gretana Street DANDENONG VIC 3175	E Inner	Development of the land for two (2) double storey dwellings	General Residential 1 Zone, 616sqm	Delegate	PlanPermit	22/02/2023	Dandenong
PLN22/0574	PtnApp	No	1/24 Ferndale Crescent DANDENONG NORTH VIC 3175	SL Zaharie	Subdivision of the land into two (2) lots SPEAR	Residential	Delegate	PlanPermit	22/02/2023	Dandenong North
PLN22/0575	PtnApp	No	43B Princess Avenue SPRINGVALE VIC 3171	Land Dimensions Pty Ltd	Subdivision of the land into three (3) lots SPEAR	Residential	Delegate	PlanPermit	07/02/2023	Springvale Central
EANTOS					9				01/03/2023	

### 2.3.1 Planning Delegated Decisions Issued - February 2023 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN22/0579	PtnApp	No	82-88 Carlton Road DANDENONG NORTH VIC 3175	GF Keane	Partial demolition of existing buildings, removal of trees, external alterations to an existing dwelling, development of the land for eight (8) double storey dwellings and one (1) single storey dwelling	The proposal fails to comply with the Objectives and Standards of Clause 55, Clause 11 (Settlement), Clause 15 (Built Environment and Heritage), Clause 16 (Housing), Clause 22.09 (Neighbourhood Character) and Clause 52.06 (Car Parking)	Delegate	Refusal	10/02/2023	Dandenong North
PLN22/0586	PtnApp	No	11 Frances Drive DANDENONG SOUTH VIC 3175	Australand Property Holdings Pty Ltd	Removal of reservation status of land identified as Reserves No. 11 and 12 on PS 831514H SPEAR	Industrial	Delegate	PlanPermit	17/02/2023	Dandenong
PLN22/0588	PtnApp	No	26 Amberley Crescent DANDENONG SOUTH VIC 3175	Latrobe Valley Drafting Pty Ltd	Buildings and Works (Extension)	Industrial 1 Zone, extension to building and reduction in car parking requirements	Delegate	PlanPermit	20/02/2023	Dandenong
PLN22/0589	PtnApp	No	17 Osborne Avenue SPRINGVALE VIC 3171	Alivici Pty Ltd	Subdivision of the land into twenty (20) lots SPEAR	Residential	Delegate	PlanPermit	28/02/2023	Springvale Central
PLN22/0591	PtnApp/Vic	Yes	12-24 Nina Link DANDENONG SOUTH VIC 3175	Pellcorp Pty Ltd	Buildings and Works (Alterations to an existing warehouse) VICSMART	Industrial 1 Zone, replacement of loading docks with 4 loading bays, construction of loading bay canopy and relocation of car parking	Delegate	PlanPermit	14/02/2023	Dandenong

EANTOS 10 01/03/2023

### 2.3.1 Planning Delegated Decisions Issued - February 2023 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN22/0602	P/nApp/Vic	Yes	3 Kelly Court SPRINGVALE VIC 3171	P & M's Structures Victoria P/L	Subdivision of the land into two (2) lots SPEAR VICSMART	Industrial	Delegate	PlanPermit	14/02/2023	Springvale North
PLN22/0612	P/nApp	No	51 Dunblane Road NOBLE PARK VIC 3174	Nobelius Land Surveyors Pty Ltd	Subdivision of the land into two (2) lots SPEAR	Residential	Delegate	PlanPermit	10/02/2023	Yarraman
PLN22/0614	P/nApp	No	7 Orloff Street KEYSBOROUGH VIC 3173	Nobelius Land Surveyors Pty Ltd	Subdivision of the land into two (2) lots SPEAR	Residential	Delegate	PlanPermit	02/02/2023	Noble Park
PLN23/0006	P/nApp	No	232-234 Corrigan Road NOBLE PARK VIC 3174	Nobelius Land Surveyors Pty Ltd	Subdivision of land into eight (8) lots with common property SPEAR	Residential	Delegate	PlanPermit	28/02/2023	Springvale South
PLN23/0007	P/nApp/Vic	Yes	14 Kelly Court SPRINGVALE VIC 3171	Tokas Parsons Pty Ltd	Subdivision of land into two (2) lots SPEAR (VICSMART)	Industrial	Delegate	PlanPermit	08/02/2023	Springvale North
PLN23/0009	P/nApp	No	62 Hailon Road NOBLE PARK NORTH VIC 3174	Anthony Ford & Associates	Subdivision of the land into (2) lots SPEAR	Residential	Delegate	PlanPermit	16/02/2023	Noble Park North
EANTOS					11				01/03/2023	

### 2.3.1 Planning Delegated Decisions Issued - February 2023 (Cont.)

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN23/0011	PtnApp	No	20 Hillside Avenue DANDENONG NORTH VIC 3175	MDC Fear, R Fear	Subdivision of the land into (3) lots SPEAR	Residential	Delegate	PlanPermit	28/02/2023	Cleeland
PLN23/0031	PtnApp/vic	Yes	1/21 Boyd Street DANDENONG NORTH VIC 3175	Nilsson Noel & Holmes (Surveyors) Pty Ltd	Subdivision of the land into two (2) lots SPEAR (VICSMART)	Residential	Delegate	PlanPermit	17/02/2023	Cleeland
PLN23/0034	PtnApp/vic	Yes	46 Blaxland Drive DANDENONG NORTH VIC 3175	Stars Architectural Design & Drafting	Buildings and works (front fence) VICSMART	Permit is not required for the purpose of a front fence under Clause 32.08-5 and Clause 54.06-2	Delegate	NoRequire	20/02/2023	Noble Park North
PLN23/0037	PtnApp	No	40 Narellan Drive KEYSBOROUGH VIC 3173	K Sanchez	Removal of Covenant	Residential	Applicant	Withdrawn	20/02/2023	Keysborough
EANTOS					12				01/03/2023	

### **2.3.2 Planning Decisions Issued by Planning Minister's Delegate - February 2023**

File Id:	qA280444
Responsible Officer:	Director City Planning Design & Amenity
Attachments:	Planning Declared Area Delegated Decisions – February 2023

---

#### **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 February 2023.

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**

---

**2.3.2 Planning Decisions Issued by Planning Minister's Delegate - February 2023 (Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**PLANNING DECISION ISSUED BY PLANNING  
MINISTER'S DELEGATE - FEBRUARY 2023**

**ATTACHMENT 1**

**PLANNING DECLARED  
AREA DELEGATED  
DECISIONS - FEBRUARY  
2023**

**PAGES 2 (including cover)**

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

2.3.2 Planning Decisions Issued by Planning Minister's Delegate - February 2023 (Cont.)

City of Greater Dandenong

PDA Delegated Decisions Issued 01/02/2023 to 28/02/2023

Application ID	PropertyAddress	Applicant	Description	Notes	Authority	Decision	Decision Notified	Ward
PDA19/0005.03	153 Foster Street DANDENONG VIC 3175	Urban Planning Collective	AMENDMENT TO: Mixed Use Development (5 storey) containing a children's court and office, with an associated reduction in car parking requirement (PA1900729-4)	Amend the permit and endorsed plans - deletion of permit Condition 1b and changes to the plans relating to ground level glazing treatment	Delegate	AmendPerm	01/02/2023	Dandenong
Total :							1	

01/03/2023

1

LNICHO

### **2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076)**

File Id:	353735
Responsible Officer:	Director City Planning Design & Amenity
Attachments:	Assessed Plans Original permit and endorsed plans

---

#### **Application Summary**

Applicant:	Bayside Town Planning
Proposal:	<p>Amendment to Planning Permit PLN22/0026 which allows the use of the land for a place of assembly (function centre) and a reduction in the car parking requirements.</p> <p>The amendment seeks to:</p> <ul style="list-style-type: none"><li>• Alter the permit preamble to include on-premises liquor licence; and</li><li>• Alter the permit conditions and endorsed plans to include the on-premises liquor licence; increase the number of staff; and increase the operating hours.</li></ul>
Zone:	Comprehensive Development Zone Schedule 2
Overlay:	Design and Development Overlay Schedule 2
Ward:	Dandenong

This application is brought before the Council as all applications for a liquor licence (where not associated with a food and drink premises) must be determined at a Council meeting.

The application proposes to amend an existing planning permit.

Planning Permit PLN22/0026 was issued on 21/06/2022 and allows for: *'Use of the land for a place of assembly (function centre) and a reduction in the car parking requirements'*.

A permit was required pursuant to:

- Clause 37.02 (Comprehensive Development Zone Schedule 2) to use the land as a place of assembly (function centre).
- Clause 52.05-3 (Car Parking) to reduce the number of car parking spaces required under Clause 52.06-5.

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

The amendment results in a new permit trigger pursuant to:

- Clause 52.27 (Licensed Premises) to use land to sell or consume liquor.

The applicant is now proposing to amend the permit preamble to allow for on-premises liquor licence, amend the permit conditions and the endorsed plans to increase the number of staff and hours of operation and include the Redline area.

Planning permission has been granted for the use of the land as a place of assembly (function centre) and a reduction in car parking associated with the existing function centre under PLN22/0026.

As there is no increase to the patron numbers sought by this application, car parking is not a consideration of this amendment.

**Objectors Summary**

The application was advertised to the surrounding area through the erection of a notice on-site notices and the mailing of notices to adjoining and surrounding owners and occupiers. Zero (0) objections were received to the application.

**Assessment Summary**

The proposed amendments are not considered to result in adverse amenity impacts on the surrounding area, subject to conditions to ensure that the use is appropriately controlled and maintained.

**Recommendation Summary**

As assessed, officers consider this proposal to be highly compliant with all of the relevant provisions of the Greater Dandenong Planning Scheme, subject to conditions. The proposal's degree of compliance with the Planning Scheme justifies that the application should be supported. Therefore, it is recommended that an Amended 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. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)

## Subject Site and Surrounds

### Subject Site

The subject site is located on the western side of Lonsdale Street within the Dandenong Activity Centre. The site has a single storey building and is currently used as a function centre as approved under planning permit PLN22/0026. The function centre is currently used to hold weddings, school formals, community events and corporate functions. A maximum of one hundred (100) patrons are permitted on site at any one time, and a maximum of three (3) staff including a site manager and two (2) security staff are present at all events. Current operating hours are 5pm to 12 midnight, Fridays and Saturdays. Access is located at the front of the site along the Lonsdale Street service lane, and at the rear of the site via Kingsbury Lane. There is currently no onsite car parking provided.

### Surrounding Area

The subject site is located in the core central area of the Dandenong Activity Centre and is surrounded by various commercial, retail and office uses. The land is situated 380m from the closest residential dwellings along Pultney Street to the south-east.

Dandenong train station is approximately 200 metres to the south-west.

On street parking is available on streets within the activity centre along with public parking areas.

### Locality Plan



Subject Site

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

**Background**

**Previous Applications**

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

- Planning Permit PLN22/0026 was issued on 21/06/2022 and allows for: 'Use of the land for a place of assembly (function centre) and a reduction in the car parking requirements'

The operations of the approved function centre are as follows:

- One hundred (100) patrons are permitted on site at any one time;
- Three (3) staff are present on site at any one time including a site manager and two (2) catering staff;
- Operating hours are 5pm to 12 midnight, Friday and Saturday;
- Functions proposed to be held at the premise include weddings, school formals, community events and corporate functions;
- Recorded music is played through speakers, with no live music occurring;
- Loading and unloading occurs within the existing public parking bays within the Lonsdale Street service lane; and
- No liquor is served on site.

**Proposal**

The application proposes to amend planning permit PLN22/0026 to:

- Amend the permit preamble to include on-premises liquor licence;
- Amend Condition 5 to increase the number of staff from three (3) to six (6);
- Amend Condition 6 to increase the operation hours to include 5pm to 12 midnight on Sunday;
- Include a new condition to add the liquor licence hours 5pm to 11pm on Friday, Saturday and Sunday (except for ANZAC Day and Good Friday), and 5pm to 10pm on ANZAC Day and Good Friday;
- Amend the endorsed plans to include a Redline Plan and Alcohol Management Plan; and
- Amend the endorsed Patron Management Plan to reflect the amended hours of operation.

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

A full outline of the proposed amendments is detailed below:

**Condition 5**

Condition 5 of the permit currently reads as follows:

*Except with the prior written consent of the Responsible Authority, no more than one hundred (100) patrons and **three (3) staff** are permitted on the site at any one time*

Condition 5 is proposed to read as follows:

*Except with the prior written consent of the Responsible Authority, no more than one hundred (100) patrons and **six (6) staff** are permitted on the site at any one time.*

Current staffing arrangements include three (3) staff comprising one (1) venue manager and two (2) security staff. Three (3) additional staff from an external catering company who are Responsible Service of Alcohol (RSA) trained will serve both food and alcohol to the patrons as part of the proposed on-premise liquor licence activity.

**Condition 6**

Condition 6 of the permit currently reads as follows:

*Except with the prior written consent of the Responsible Authority, the approved use must only operate **5:00pm – 12 midnight, Friday and Saturday.***

Condition 6 is proposed to read as follows:

*Except with the prior written consent of the Responsible Authority, the approved use must only operate **5:00pm – 12 midnight, Friday, Saturday and Sunday.***

**New condition**

Insert a new condition to read as follows:

*Except with the prior written consent of the Responsible Authority, the only Liquor Licence which may be applied for shall be an On-Premises Licence and the times for the consumption of alcohol shall be restricted to 5:00pm to 11:00pm, Friday, Saturday and Sunday (except for ANZAC Day and Good Friday); and 5:00pm to 10:00pm on ANZAC Day and Good Friday.*

**Endorsed plans**

Amend the endorsed plans to include a Redline Plan and Alcohol Management Plan, and amend the endorsed Patron Management Plan to reflect the amended hours of operation.

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

**Permit preamble**

The permit preamble currently reads as follows:

*Use of the land for a place of assembly (function centre) and a reduction in the car parking requirements.*

The permit preamble is proposed to read as follows:

*Use of the land for a place of assembly (function centre) **with on-premises liquor licence** and a reduction in the car parking requirements.*

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

**Victorian Charter of Human Rights and Responsibilities**

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

**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 37.02 (Comprehensive Development Zone Schedule 2) to use the land as a place of assembly (function centre).
- Clause 52.06-3 (Car Parking) to reduce the number of car parking spaces required under Clause 52.06-5.
- Clause 52.27 (Licensed Premises) to use land to sell or consume liquor.

The relevant controls and policies are as follows:

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

**Zoning Controls**

The subject site is located in a Comprehensive Development Zone Schedule 2 (CDZ2), as is the surrounding area.

The land is located in Precinct A of the Central Dandenong Area as shown in Map 1 of the CDZ2.

Precinct A together with Precinct B form the core street front retail precincts within the Dandenong Activity Centre and will promote a greater diversity of use including a mixture of commercial uses at ground level with offices, and accommodation above to create 24-hour activity. It forms a vital part of the spine of consolidation.

The land use objectives of Precinct A are:

- *To consolidate and enhance street frontage retailing.*
- *To encourage a variety of commercial, shops, food and drink premises at ground floor level. Commercial uses may include food and drink premises, offices, shops and service industry facilities such as a postal agency which are compatible with the location.*
- *To facilitate the creation of an active, pedestrian focused 'City Street' from Lonsdale Street to Dandenong Railway Precinct, which will significantly enhance connectivity of the city centre with the main public transport interchange.*
- *To encourage high density office and residential development above the ground level.*
- *To encourage community and residentially compatible entertainment based facilities.*
- *To encourage the location of tertiary, adult and other compatible learning and educational facilities.*
- *To provide innovative design and building frontages which contribute to the aesthetics and amenity of the area.*
- *To require active frontages at street level and integration with the public realm.*
- *To develop a strong public realm and public open space network as an extension to private space.*
- *To encourage safe and efficient pedestrian movement.*

Pursuant to Section 1.0 of the CDZ2, a permit is required to use the land as a place of assembly (function centre). A permit has been granted for the use of the land as a place of assembly (function centre) under permit PLN22/0026.

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

**Overlay Controls**

The site is affected by the Design and Development Overlay – Schedule 2.

The design objectives of Design and Development Overlay – Schedule 2 are:

- *To ensure ground floor frontages are pedestrian oriented and add interest and vitality to city streets.*
- *To provide continuity of ground floor shops along streets and lanes within Area 1 (see map 1 to this schedule).*
- *To ensure ground floor frontages contribute to city safety by providing public surveillance, lighting and activity.*
- *To recognise the role of the key new street, (working title City Street) being part of the Spine of Consolidation, as identified in the Revitalising Central Dandenong Urban Master Plan 2007 and C22.07 Central Dandenong Local Policy.*
- *To improve and protect the appearance of streetscapes.*
- *To protect important vistas from obtrusive and intensive advertising.*
- *To encourage signs that contribute positively to the day and night time character of the Activity Centre.*
- *To encourage signs that improve the quality of the area.*
- *To encourage buildings with multiple tenancies to provide integrated signage plans as part of any permit application for signs*

The proposal does not include any buildings and works; therefore a permit is not triggered under the Design and Development Overlay.

**Particular Provisions**

**Clause 52.06 – Car Parking**

The purposes of this provision are:

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

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

Planning permission has been granted for a reduction in car parking associated with the existing function centre under PLN22/0026. As there is no increase to the patron numbers sought by this application, car parking is not a consideration of this amendment.

***Clause 52.27 – Licensed Premises***

The purposes of this provision are:

- To ensure that licensed premises are situated in appropriate locations.
- To ensure that the impact of the licensed premises on the amenity of the surrounding area is considered.

These provisions apply to premises licensed, or to be licensed, under the *Liquor Control Reform Act 1998*.

**Pursuant to Clause 52.27, a planning permit is required for the sale and consumption of liquor.**  
**State Planning Policy Framework**

The **Operation of the Planning Policy Framework** outlined at Clause 71.02 seeks to ensure the objectives of planning in Victoria are fostered through appropriate land use and development planning policies and practices which integrate relevant environmental, social and economic factors in the interests of net community benefit and sustainable development.

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

**Clause 11.03-1S Activity Centres**

The objective of Clause is to encourage the concentration of major retail, residential, commercial, administrative, entertainment and cultural developments into activity centres that are highly accessible to the community.

**Clause 13.05-1S Noise Abatement**

Clause 13.05-1S seeks to assist the control of noise effects on sensitive land uses. The policy documents include Environment Protection Regulations under the Environment Protection Act 2017 and Noise Limit and Assessment Protocol for the Control of Noise from Commercial, Industrial and Trade Premises and Entertainment Venues (Publication 1826.2, Environment Protection Authority, March 2021).

**Clause 13.07-1S Land Use Compatibility**

The objective of Clause 13.07-1S is to protect community amenity, human health and safety while facilitating appropriate commercial, industrial, infrastructure or other uses with potential adverse off-site impacts.

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

Clause 17.01-1S Diversified Economy

Under this Clause, it notes that planning is to provide for a strong and innovative economy, where all sectors of the economy are critical to economic prosperity, and planning is to contribute to the economic well-being of communities and the State as a whole by supporting and fostering economic growth and development by providing land, facilitating decisions, and resolving land use conflicts so that each district may build on its strengths and achieve its economic potential.

Clause 17.02-1S Business

Has the objective to encourage development which meet's the community's needs for retail, entertainment, office and other commercial services and provides net community benefit in relation to accessibility, efficient infrastructure use and the aggregation and sustainability of commercial facilities.

**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:

*Clause 21.04-2 Retail, Commerce and Entertainment*

**Environmental issues** – The easy accessibility by train and other modes of public and private transport to the retail and commercial centres of central Dandenong, Springvale and Noble Park helps achieve environmental sustainability. This needs to be maintained and improved by providing facilities and services accessible by bicycle and walking.

**Economic issues** – Greater Dandenong's retail, commercial, industrial and entertainment uses provide a range of jobs. Strengthening these assets will attract visitors from outside the municipality and improve employment opportunities. With suitable promotion, they could realise increased economic benefits for the City.

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

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

The following objectives and strategies are relevant:

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

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

*6. To encourage greater visitation to the activity centres.*

*6.1 Support activities and festivals that promote greater visitation to activity centres.*

*7. To create positive social, cultural and economic perceptions of activity centres.*

*7.1 Support activities and festivals that promote greater visitation to activity centres.*

**Clause 22.07- Central Dandenong Local Planning Policy**

This policy applies to all land within the Central Dandenong Metropolitan Activity Centre boundary as described in this policy. This policy articulates Council's vision, which is the culmination of extensive strategic planning and sets the framework for future land use and development over the next thirty years.

Dandenong Metropolitan Activity Centre is Victoria's second largest retail and commercial centre. It serves a large part of the south-east region of metropolitan Melbourne, a population of approximately 1 million people, and a local population of approximately 130,000, which is expected to grow substantially through both existing opportunities and initiatives, such as the Dandenong Saleyards redevelopment and Melbourne 2030. It contains regional offices for local, State and Federal government bodies, and is the hub and major interchange for significant transport services. The construction of EastLink has reinforced its very high accessibility.

**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.

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

**Proposed Planning Scheme Amendments**

There are no Planning Scheme Amendments relevant to this application.

**Restrictive Covenants**

The applicant has provided information to demonstrate that there are no restrictive covenants or restrictions restricting or prohibiting the proposal.

**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.

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

**Referrals**

**External**

Pursuant to Section 52(3) of the *Planning and Environment Act 1987* (the Act), if a Responsible Authority considers that a proposal is likely to be of interest or concern to the broader community, it may itself give notice as it considers appropriate. Standard referral procedures for liquor applications include an informal referral to Victoria Police and the Victorian Gambling and Casino Control Commission for comment. The responses are as follows:

<b>External Authority</b>	<b>Response</b>
Victoria Police  S52 comment non-mandatory referral	No comment.
Victorian Gambling and Casino Control Commission (VGCCC)  S52 comment non-mandatory referral	No comment.

The application was referred on 21 December 2022 and further correspondence seeking a response was requested on 08 February 2023. The referral authorities have not provided any comments within the 14-day timeframe specified under Section 59 of the Act. As such, the responsible authority may decide an application as soon as this timeframe has elapsed. Given it will be 101 days since the application was referred, and the referral authorities have been followed up twice, it is reasonable to consider that they have no objection to the proposal, and the Responsible Authority may proceed to decide on the application.

**Internal**

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

<b>Council Referrals</b>	<b>Response</b>
Community Services	No objection, subject to conditions.
Planning Compliance	No objection.

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

**Advertising**

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

- Sending notices to the owners and occupiers of adjoining land.
- Placing a sign on site facing Lonsdale Street

The notification has been carried out correctly.

Council has received zero (0) objections to date.

**Consultation**

A consultative meeting was not required for this planning item.

**Assessment**

The proposed amendments have been assessed against the relevant provisions of the Greater Dandenong Planning Scheme, including the purpose and intent of the Comprehensive Development Zone Schedule 2, the Planning Policy Framework, Local Planning Policy Framework and the particular provision for liquor licencing.

The land use objectives for Precinct A of the Central Dandenong Activity Centre seek to encourage community and residentially compatible entertainment-based facilities and promote a diversity of uses to create 24-hour activity. The proposal supports the approved function centre and is consistent with these objectives by facilitating night-based activities in tandem with the surrounding day time businesses.

The increase of three (3) staff members, increase in hours of operation to include Sunday, and the proposed on premises liquor licence, will support the use of the land for night time activities by ensuring the ongoing viability for the business.

The operational hours of the approved use is proposed to increase to include an extra day (Sunday) between the hours of 5pm to 12 midnight. The proposed hours generally exceed the core hours of surrounding businesses and associated peak parking demand during the day. The proposed operations are considered to be lower intensity to typical function centres, and is therefore considered appropriate in this location.

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

The applicant has provided an Alcohol Management Plan and an updated Patron Management Plan to enhance safety, amenity, health and wellbeing, through management of alcohol provision and seeks to ensure activities within the venue do not cause unreasonable disturbance to neighbouring properties with regards to noise, light and/or unruly behaviour.

In conjunction with the proposed sale and consumption of liquor use, standard conditions (Condition 7 to 11 and 9) relating to the implementation of the Alcohol Management Plan and Redline Plan, the signage at entry points, and the provision of a venue manager are recommended to ensure service of alcohol is appropriately managed.

In accordance with Department of Transport and Planning Practice Note 61 "Licenced Premises: Assessment Cumulative Impact", a cumulative impact assessment is required if both the clustering and hours of operation tests are met, specifically, if the premises trades after 11pm, and in an area where there is a 'cluster' of licenced premises.

As defined within Practice Note 61, a 'cluster' occurs where there are:

- Three (3) or more licensed premises (including the proposed premises) within a radius of 100 metres from the subject land; or
- 15 or more licensed premises (including the proposed premises) within a radius of 500 metres from the subject land.

Using the above test, there is a cluster of liquor license venues within 500m of the proposed venue with twenty-six (26) BYO licenced premises, late night (general) premises, packaged liquor premises and restaurants/cafes with on premise licences. Of these venues, two (2) include the Albion Hotel and Players Hotel.

The following is an assessment in considering the cumulative impact:

- Planning policy context

Schedule 2 to the Comprehensive Development Zone places the subject site within Precinct A of the Central Dandenong Activity Centre. One of the policy objectives of Precinct A is to promote a greater diversity of uses to create 24-hour activity. The existing use of the land for a function centre is in line with the intent of this policy and it is considered that the proposed amendments to the hours of operation, staff numbers and proposed liquor licence will support the ongoing use.

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

○ Surrounding land use mix and amenity

The subject site is mainly surrounded by retail, food and drink and commercial uses. It is noted that closest residential dwellings are located 380m to the southeast of the subject site on the northern side of Dandenong Park. The existing permit comprises of standard conditions of permit that address amenity matters. It is considered that the proposal will not generate amenity impacts beyond what is considered reasonable for the area.

○ The mix of licenced premises

The surrounding licenced premises include a mix of restaurants and packaged liquor. These uses generally have limited amenity impacts, when compared to other potential liquor licence facilities such as nightclubs and bars.

○ Transport and dispersal

Patrons leaving the premises are not likely to pass through residentially zoned areas as the site is located within Central Dandenong Activity Centre. The Dandenong train station and likely taxi and car pick up points would not require patrons to pass through residential areas.

○ Impact mitigation

The applicant has submitted an Alcohol Management Plan and revised Patron Management Plan that focus on harm minimisation. They also highlight a commitment to, and proactive approach to Responsible Service of Alcohol through a focus on food service that mitigates the likelihood of rapid consumption of alcohol, and therefore intoxication.

Appropriate staffing including a venue manager and two (2) security staff; CCTV; and lighting strategies will support compliance and reduce potential for alcohol-related harm inside and surrounding the venue. Furthermore, the operator requires three (3) additional staff who are Responsible Service of Alcohol (RSA) trained, to serve both food and alcohol to the patrons as required.

While it is acknowledged that the proposal will contribute to the cumulative impact of licenced premises in the area, this impact is not considered to be unreasonable given the Schedule to the Comprehensive Development Zone encourages 24-hour activity in the core of the Activity Centre, the nature of the use and controls to be put in place on site, and the predominant types of liquor licences in the surrounding area (restaurants and packaged liquor).

The proposal will offer economic benefits and consumer choice within the area and support its ongoing viability, enabling an enhanced vitality of the area for uses operating after normal business hours. Conditions implementing the mitigation measures outlined in the Alcohol Management Plan and revised Patron Management Plan are considered to be appropriate in mitigating any adverse amenity impacts resulting from the cumulative impact of licenced premises in the area.

Council officers find that the proposed amendment is acceptable and would not result in any further impact to the amenity of adjoining or surrounding land. The proposed on premises liquor licence is considered acceptable and an amended permit should be granted.

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

## Conclusion

The application has been assessed against the relevant sections of the Greater Dandenong Planning Scheme, including the State and Local Planning Policy Framework, Municipal Strategic Statement, Zone, Overlay's, Clause 52.27 and Clause 65.

Overall it is considered that the proposed amendments are appropriate having regard to the site's location within the Dandenong Activity Centre.

The following amendments to the permit are recommended:

- Amend the permit preamble to include on-premises liquor licence, as follows:

*Use of the land for a place of assembly (function centre) **with on-premises liquor licence** and a reduction in the car parking requirements*

- Amend Condition 5 to increase the number of staff from three (3) to six (6), as follows:

*Except with the prior written consent of the Responsible Authority, no more than one hundred (100) patrons and **six (6) staff** are permitted on the site at any one time*

- Amend Condition 6 to increase the operating hours to include Sunday, as follows:

*Except with the prior written consent of the Responsible Authority, the only Liquor Licence which may be applied for shall be an On-Premises Licence and the times for the consumption of alcohol shall be restricted to 5:00pm to 11:00pm, Friday, Saturday **and Sunday** (except for ANZAC Day and Good Friday); and 5:00pm to 10:00pm on ANZAC Day and Good Friday.*

- Insert Conditions 7 to 11 (inclusive), Condition 19, and permit notes relating to the implementation of the Alcohol Management Plan and Redline Plan, the signage at entry points, and the provision of a venue manager as further detailed in the recommendation section below.
- Amend the endorsed plans to include a Redline Plan, Alcohol Management Plan, and amend the endorsed Patron Management Plan to reflect the amended hours of operation.

The following table is to be inserted in the amended permit:

Date amended:	Brief description of amendments
[insert date of approval]	Amended permit preamble, conditions and endorsed plans pursuant to Section 72 of the Planning and Environment Act 1987

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

**Recommendation**

That Council resolves to Grant an amendment to a planning permit in respect of the land known and described as 181-183 Lonsdale Street Dandenong, for the purpose of the use of *the land for a place of assembly (function centre) with on-premises liquor licence and a reduction in the car parking requirements* in accordance with the endorsed plans subject to the below conditions:

For ease of reference, this permit is to be renumbered to PLA22/0076 with plans being endorsed to form part of this permit. The initial permit is to be superseded pursuant to Section 74 of the Planning and Environment Act 1987.

1. Before any changes approved under this amended permit (PLA22/0076) commence, amended plans, must be submitted to the Responsible Authority for approval. Once approved, the amended plans will be endorsed and form part of this permit. The amended plans must be in generally in accordance with the plans submitted with the application but modified to show:

- 1.1. Deletion of the references to roller blinds and signage;

- 1.2. The ground level street frontage (including all entries and display windows) to be maintained as clear glazing, with any proposed internal privacy screen to be no less than 50% transparent.

All to the satisfaction of the responsible authority.

2. Before the use starts, a patron management plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The patron management plan must be prepared by a person with suitable qualifications or experience to the satisfaction of the Responsible Authority and must detail how the venue will operate to ensure any impacts on the surrounding residential area will be managed, including but not limited to:

- 2.1. Details of proposed management of the venue including emergency procedure management plan, crowd control and access to external areas;

- 2.2. Staffing and other measures that are designed to manage patron numbers and behaviour and ensure the orderly arrival and departure of patrons;



- 2.3. Signage to be used to encourage responsible off-site patron behaviour;

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

- 2.4. The management and dispersal of patrons, including patrons loitering around the venue after the venue has closed;**
- 2.5. Training of staff in the management of patron behaviour;**
- 2.6. Identification of all noise sources associated with the venue (including, but not limited to patron noise, music noise, access to external toilets, entries and exits);**
- 2.7. Identification of noise sensitive areas including residential uses and accommodation in close proximity to the land;**
- 2.8. Measures to be undertaken to address all noise sources identified, including on and off-site noise attenuation measures;**
- 2.9. Procedures to be undertaken by staff in the event of a complaint by a member of the public, the Victoria Police, or an authorised officer of the Responsible Authority.**
- 2.10. Details of any measures to work with neighbours and other residents to address complaints and general operational issues; and**
- 2.11. Any other measures to be undertaken to ensure no unreasonable amenity impacts.**

**When approved, the patron management plan will be endorsed and will form part of this permit.**

**The provisions, recommendations and requirements of the endorsed patron management plan must be implemented and complied with to the satisfaction the Responsible Authority.**

**Except with the prior written consent of the Responsible Authority, the patron management plan must not be modified.**

- 3. Except with the prior written consent of the Responsible Authority, the layout of the use on the endorsed plan/s must not be altered.**
- 4. Once the use is commenced, the land may only be used for the permitted use and the use must be conducted to the satisfaction of the Responsible Authority.**
- 5. Except with the prior written consent of the Responsible Authority, no more than one hundred (100) patrons and six (6) staff are permitted on the site at any one time.**
- 6. Except with the prior written consent of the Responsible Authority, the approved use must only operate 5:00pm to 12 midnight, Friday, Saturday and Sunday.**

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

---

7. Except with the prior written consent of the Responsible Authority, the only Liquor Licence which may be applied for shall be an On-Premises Licence and the times for the consumption of alcohol shall be restricted to 5:00pm to 11:00pm, Friday, Saturday and Sunday (except for ANZAC Day and Good Friday); and 5:00pm to 10:00pm on ANZAC Day and Good Friday.
8. Liquor must only be consumed within the licensed area, as defined by the red line on the endorsed plan/s. The licensed area shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority and Victorian Gambling and Casino Control Commission (VGCCC).
9. The use of the site must at all times comply with the approved Alcohol Management Plan, to the satisfaction of the Responsible Authority.
10. The Alcohol Management Plan must not be altered without the written consent of the Responsible Authority.
11. Before the use starts, the following signage must be displayed at entry/exit points and in the bathroom facilities, with House Rules and the Redline area at all times:
  - *‘Patrons are informed that the purchase of alcohol for, or its supply to minors is illegal.’*
  - *‘Alcohol is not to be consumed in any public places in the municipality such as in car parks, footpaths, parks, and connected areas. Up to a \$1,000 Local Laws fine applies.’*
  - *‘Patrons are asked to enter and leave quietly. The safety and amenity of pedestrians, businesses and property in surrounding areas is to be respected in relation to venue.’*
12. Except with the prior written consent of the Responsible Authority, the approved use and any associated activity must only be undertaken within the confines of the building as shown on the endorsed plans.
13. The areas identified on the plans as ‘display areas’ must only be used to display goods associated with the approved use, and must not be used for the purpose of security monitoring, utility, retail, or the storage of goods, materials, equipment and the like.
14. The operator or security staff of the premises must take reasonable steps to ensure that patrons leaving the premises act in an orderly manner and to the extent reasonably practicable must discourage patrons from loitering within the vicinity of surrounding residences.
16. Amplified music (including background music) is not permitted to be played other than through a sound system calibrated to ensure compliance with the permissible noise levels stipulated in the Environment Protection Regulations under the Environment Protection Act 2017 and the Incorporated Noise Protocol (Publication

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

**1826.4, Environment Protection Authority, May 2021), with details submitted demonstrating how compliance will be achieved to the satisfaction of the Responsible Authority.**

- 17. Noise levels emanating from the land must not exceed the permissible noise levels stipulated in the Environment Protection Regulations under the Environment Protection Act 2017 and the Incorporated Noise Protocol (Publication 1826.4, Environment Protection Authority, May 2021) as may be amended from time to time to the satisfaction of the Responsible Authority.**

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

- 18.1. transport of materials, goods or commodities to or from the land.**
- 18.2. appearance of any building, works or materials,**
- 18.3. emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil,**
- 18.4. presence of vermin; or**
- 18.5. in any other way.**

**All to the satisfaction of the Responsible Authority.**

- 19. At all times during the operation of the use, there must be present on the premises a person over the age of 18 years who is responsible for ensuring the activities on the premises and the conduct of persons attending the premises do not have a detrimental impact on the amenity of the locality to the satisfaction of the responsible authority (referred to in this permit as ‘the manager’).**

**The manager must be authorised by the operator under this permit to make statements at any time on his/her behalf to any officer of the responsible authority and of the Victoria Police and/or of Liquor Licensing Victoria authorised under section 129 of the Liquor Control Reform Act 1998; and/or to take action on his/her behalf in accordance with a direction by such officer.**

- 20. The land must be kept in a neat and tidy condition at all times to the satisfaction of the Responsible Authority.**
- 21. Goods, materials, equipment and the like associated with the use of the land must not be displayed or stored outside the building/s.**
- 22. No plant, equipment, services or architectural features other than those shown on the endorsed plans shall be constructed or located above the roof level of the building.**

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

23. All rubbish from the premises must be immediately collected and disposed of in an appropriate receptacle to the satisfaction of the Responsible Authority.
24. Bins or other receptacles for any form of rubbish or refuse may not be placed or allowed to remain in the view of the public, and no odour shall be emitted from any such receptacle.
25. All wastes must be disposed of to the satisfaction of the Responsible Authority and no liquid waste or polluted waters shall be discharged into a sewer or stormwater drainage system.
26. This permit will expire if one of the following circumstances applies:
  - 26.1 the use does not start within two (2) years of the date of this permit, or
  - 26.2 the use is discontinued for a period of two (2) years.

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires or within six (6) months afterwards

**NOTES**

- Except where no permit is required under the provisions of the Planning Scheme, no sign, flashing or intermittent lights, bunting or advertising device may be erected or displayed on the land without the permission of the Responsible Authority.

Prior to the erection of any advertising signs on the land, consultation should be made with officers of the Town Planning Department to determine the relevant Planning Scheme Controls.
- This permit relates to the use of the land, sale and consumption of liquor, and reduction in the car parking requirements only. Except where no planning permit is required for the buildings and works under the provisions of the Planning Scheme, buildings and works will be subject to a separate application

Prior to any buildings and works occurring consultation should be made with the officers of the Town Planning Department to determine the relevant Planning Scheme controls.
- It is encouraged that the licensee and/or venue operator become a member of the Greater Dandenong Liquor Accord to contribute to reducing alcohol-related harm in the municipality.

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION - NO. 181-183 LONSDALE STREET,  
DANDENONG (PLANNING APPLICATION NO. PLA22/0076)**

**ATTACHMENT 1**

**ASSESSED PLANS**

**PAGES 15 (including cover)**

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

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

---



### **Alcohol Management Plan**

<b>Site location:</b>	181-183 Lonsdale Street, Dandenong
<b>Type of License:</b>	On Premises
<b>Liquor licence Hours:</b>	Friday, Saturday and Sunday - 5pm to 11pm (other than Anzac Day and Good Friday) and 5pm to 10pm on Anzac Day and Good Friday
<b>Type of Premises:</b>	Function Centre
<b>Number of Patron:</b>	100
<b>Security Arrangement:</b>	Two security staff to be on duty during all events between 4.30pm to 12.30am CCTV installed within and outside the premises On-one leaves the licensed area with alcohol
<b>Free drinking water:</b>	Readily available at all times
<b>Broken glass issue:</b>	Use tempered glassware or plastic cups
<b>Avoid activities:</b>	Raffles where alcohol is a prize or competitive drinking games
<b>Three serving staff:</b>	Only serve alcohol as required within the designated area and within the liquor license hours

#### **Location**

The premises is located within a Major Activity Centre- Dandenong Central and is situated more than 200 metres from the nearest residential zone. Therefore, the proposed licensed premises is not likely to impact on residential amenity.

#### **Compliance Risks**

The site manager/operator and serving staff will comply with the standards of the Department of Justice and Regulation's 'Design Guidelines for Licensed Premises' 2019 or any amended or subsequent documents and Victorian Commission for Gaming and Liquor Regulation's 'Responsible Service of Alcohol' brochures.



 Paul 0421 123 525  [truongpaul007@gmail.com](mailto:truongpaul007@gmail.com)  43 Genoa St.  
[www.baysidetp.com.au](http://www.baysidetp.com.au) Moorabbin, VIC 3189

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

---



As part of compliance risk of the minimisation of the site, the site manager/operator of the premises will continue to work with all relevant bodies complying with regulations and permit conditions, be aware of the recommended practices adhered to by members of the Greater Dandenong Liquor Forum and continue to participate where possible.

The following strategies will be employed in order to comply with Victorian State Laws regarding the consumption of liquor within the red line area in accordance with the Liquor Control Reform Act 1998 and the Planning and Environment Act 1987.

At all times the site manager/operator of the premises is complying with its Alcohol Management Plan.

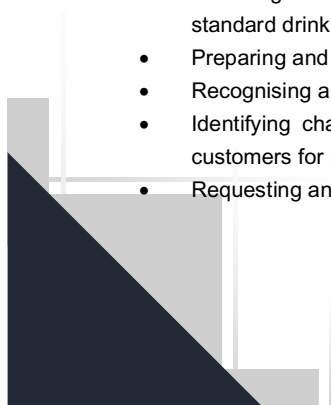
Responsible Service of Alcohol (RSA)

The licensed premises has a minimum standard that all serving staff including the site manager/operator are RSA trained to ensure that they have the skills and knowledge necessary to contribute to a safe environment in and surrounding licensed premises.

The site manager/operator is able to provide easily accessible RSA records of new entrant training, that the site manager/operator and serving staff are appropriately trained, undertake refresher courses and remain up-to-date throughout their employment.

The site manager/operator and serving staff will be capable of the following:

- Serving alcohol and monitoring its consumption according to the requirements of the Liquor Control Reform Act.
- Providing accurate information to customers on alcoholic beverages and standard drinks.
- Preparing and serving standard drinks according to industry requirements.
- Recognising and monitoring drinking behaviour to prevent possible intoxication.
- Identifying changes in behaviour, observing emotional and physical state of customers for indications of intoxication.
- Requesting and obtaining proof-of-age before sale or service of alcohol.



 Paul 0421 123 525  [truongpaul007@gmail.com](mailto:truongpaul007@gmail.com)  
[www.baysidetp.com.au](http://www.baysidetp.com.au)  43 Genoa St.  
Moorabbin, VIC 3189

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

---



- Refusing service of alcohol where a customer may be intoxicated or a minor.
- Ensuring minors on the premises do not consume alcohol through secondary service.
- Educating patrons, particularly young people, about potential harms associated with alcohol use.
- Identifying and diffusing, through appropriate communication and conflict resolution skills, difficult situations relating to the refusal of service of alcohol.

**Premises Management**

The site manager/operator of this proposed licensed premises has previously managed another licensed venue within this Major Activity Centre – Dandenong Central and has the required training as a RSA licensee. The serving staff from an external caterer will be RSA trained on the liquor licencing laws and practices.

**Staff Number Ratio at Peak Times**

The peak times of the premises are during the evenings of Fridays and the weekends. The site manager/operator will be on the premises during the peak times with three other staff serving the designated dining area within the liquor license hours.

**Identification Check**

Given the premises will have an on premises licenced for a function centre, persons under 18 years will not be permitted on the premises unless accompanied by a responsible adult/s.

Staff serving at the function centre are trained and instructed not to serve alcohol to minors directly or through a secondary source. Identification check for proof- of-age will be conducted by the trained staff on any persons consuming alcohol on this premises.

**Behaviour Risks**

House Policies and strategies will be developed to ensure the wellbeing and safety of all patrons and staff in accordance with the recommendations by the Victorian Commission for Gaming and Liquor Regulation and City of Greater Dandenong.

 Paul 0421 123 525  [truongpaul007@gmail.com](mailto:truongpaul007@gmail.com)  43 Genoa St.  
[www.baysidetp.com.au](http://www.baysidetp.com.au) Moorabbin, VIC 3189

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**



**Managerial Roles**

The site manager/operator of the premises is trained to intervene, recognise and address all incidents related to emergencies, complaints, intoxicated patrons, anti-social or difficult behaviours. This may result in the patron being refused entry, asked to leave or refusal of service. Police assistance may be needed to resolve the incidents in difficult cases.

**Procedure for Responsible Marketing and Promotional Practices**

Trained staff members will recognise and monitor risky and/or rapid alcohol consumption patrons. The site manager/operator will speak to the patron to determine if the patron is intoxicated. If so, he will refuse to serve any more alcohol to the patron. The site manager/operator will also ask the patron how he/she would get home after the venue has closed and may assist in contacting a family member or friend or call a taxi to collect the patron.

**Commitment**

The site manager/operator of the premises will be a person over the age of 18 years and will be responsible for ensuring activities and patrons on the premises do not have a detrimental impact on surrounding amenity.

**Music**

There will be only recorded music within the premises ie JD music. There will be no external amplified music.

Noise emitted from the premise must comply with the requirements of the State Environment Protection Policy – Control of Noise from Commerce, Industry and Trade SEPP N-1 and the State Environment Protection Policy – Control of Music Noise from Public Premise as updated 2021.



 Paul 0421 123 525  [truongpaul007@gmail.com](mailto:truongpaul007@gmail.com)  43 Genoa St.  
[www.baysidetp.com.au](http://www.baysidetp.com.au) Moorabbin, VIC 3189

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

---



**Amenity Ricks**

External amenity impacts will be avoided through adopting the recommended principles in the Department of Justice and Regulation's 'Design Guidelines for Licensed Premises' 2017 or any amended or subsequent documents. Methods for minimising amenity impacts on surrounding uses will include:

- Leading by example by maintaining welcoming and orderly indoor area.
- Using signage to indicate transitional spaces between laneway and entry/exit points to the premises.
- Maintaining clear sightlines and maximising opportunities for passive surveillance to and from the premises.
- Ensuring premises and laneway area are well lit.
- Ensuring regular cleaning of indoor and outdoor areas (providing accessible bins with lids to prevent windblown rubbish).
- Encouraging a quiet exit from patrons leaving into the surrounding areas by providing mints, lollypops or other treats at payment counter and exit points.

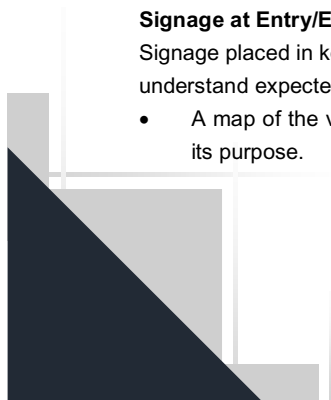
**Public Safety**

Closed Circuit Televisions (CCTV) digital cameras will be installed within the function centre area as well as at the entrance to the premises fronting Lonsdale Street and at the rear of the premises (Kingsbury Lane). This will deter anti-social behaviours and provide police with evidences of any crimes. CCTV will improve public safety for patrons, staff and members of the general public. The rear access to Kingsbury Lane will be provided with adequate lighting for the safety of staff and emergency access. Lighting will also be provided under the varandah above the footpath in front of the premises to maximise amenity and public safety for patrons entering and exiting the premises.

**Signage at Entry/Exit Points and Toilet Facilities**

Signage placed in key strategic locations will detail house policies to assist patrons to understand expected behavioural standards such as:

- A map of the venue with the Red Line clearly visible with a short description of its purpose.



 Paul 0421 123 525  [truongpaul007@gmail.com](mailto:truongpaul007@gmail.com)  
[www.baysidetp.com.au](http://www.baysidetp.com.au)  43 Genoa St.  
Moorabbin, VIC 3189

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

---



- A Code of Practice that discourages drinking promotions resulting in rapid alcohol consumption.
- Signage that outlines appropriate behaviour by patrons, particularly that:
- Alcohol is not to be consumed in any public places in the municipality, such as in the laneway and related areas and that up to a \$1000 Local Laws fine applies.
- That the safety and amenity of people and property in surrounding areas is to be respected upon leaving the premises.

**Health and Safety Strategies**

To improve the health, safety and wellbeing of all those on the premises, the site manager/operator and serving staff will:

- Undergo RSA training and regular updates to ensure all those working in the premises are equipped with the skills and knowledge to minimise risks associated with behaviour and alcohol consumption.
- Develop and apply strategies that minimises the potential for negative patron behaviour.
- Develop and apply strategies that maximise amenity and safety for patrons and staff entering and existing the premise, such as adequate car park lighting, latest CCTV digital cameras and adequate staff/patron ratios at peak service times.
- A Safe Transport Strategy regarding how people can get home safely (including availability of taxis and Ubers).
- Addressing incidents of broken glass quickly by the site manager/operator or staff to ensure injury minimisation.
- Providing access to free water at all food service areas.

**Conclusion**

This Alcohol Management Plan aims to satisfy the requirements of the City of Greater Dandenong alcohol Management Policy and Alcohol Management Plan Information Guidelines.

This Alcohol Management Plan addresses the requirements outlined in Council's policy, with a focus on reducing risks to compliance, behaviour and amenity by:

 Paul 0421 123 525  [truongpaul007@gmail.com](mailto:truongpaul007@gmail.com)  43 Genoa St.  
[www.baysidetp.com.au](http://www.baysidetp.com.au) Moorabbin, VIC 3189

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**



- Ensuring the site manager/operator and serving staff are well trained and up-to-date with their RSA requirements.
- Application of principles and recommendations of the Victorian Commission for Gaming and Liquor Regulation and Department of Justice and Regulation.
- Strategies to reduce the likelihood of alcohol-related anti-social behaviour, violence and/or vandalism.
- Maintaining a welcoming, orderly and supportive environment with a focus on food, refreshments and encouraging responsible service and consumption of alcohol.



 Paul 0421 123 525  [truongpaul007@gmail.com](mailto:truongpaul007@gmail.com)  
[www.baysidetp.com.au](http://www.baysidetp.com.au)

 43 Genoa St.  
Moorabbin, VIC 3189

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

---



### **Patron Management Plan**

<b>Site location:</b>	<b>181-183 Lonsdale Street. Dandenong</b>
<b>Type of Premises:</b>	<b>Place of Assembly (Function Centre)</b>
<b>Operation Hours:</b>	<b>5pm to 12 midnight Friday, Saturday and Sunday</b>
<b>Liquor licence Hours:</b>	<b>Friday, Saturday and Sunday - 5pm to 11pm (other than Anzac Day and Good Friday) and 5pm to 10pm on Anzac Day and Good Friday</b>
<b>Number of Patron:</b>	<b>100 (Maximum)</b>
<b>Security Arrangement:</b>	<b>Two security staff to be on duty during all events between 4.30pm to 12.30am CCTV installed within and outside the premises On-one leaves the licensed area with alcohol</b>
<b>Free drinking water:</b>	<b>Readily available at all times</b>
<b>Broken glass issue:</b>	<b>Use tempered glassware or plastic cups</b>
<b>Avoid activities:</b>	<b>Raffles where alcohol is a prize or competitive drinking games</b>
<b>Three serving staff:</b>	<b>Only serve alcohol as required within the designated area and within the liquor license hours</b>

#### **Permit Requirement**

This Patron Management Plan (PMP) was prepared on behalf of the owner to address the requirements of Condition 2 of the Planning Permit PLN22/0026 for the use of the above property.


#### **Site Location**

The premises is located within an existing Major Activity Centre - Dandenong Central surrounded by other commercial properties. The subject site and land to the north, south and west are located within a Comprehensive Development Zone -Schedule 2 (CDZ2). The site abuts a Principal Road Network (TRZ2) to the east.



 Paul 0421 123 525  
Leon 0412 336 411

 [info@baysidetp.com.au](mailto:info@baysidetp.com.au)  
[www.baysidetp.com.au](http://www.baysidetp.com.au)

 43 Genoa St.  
Moorabbin, VIC  
3189

### 2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)



#### **Compliance Risk**

##### **Emergency Management Procedure**

The site manager/operator of this premises had previously managed other premises within this Major Activity Centre and had the required training in crowd control and emergency management procedure. There will be two security staff employed to manage patron control and to implement the emergency procedure to support the site manager/operator during an event between 4.30pm to 12.30am. Given the premises is for a private booked event, the security staff will only permit invited guests to enter the premise in an orderly manner and will ensure that access will only be via a front door. In the event of a fire, the security staff will escort patrons out either the front or rear door of the premises. Patrons with anti-social behaviours will be asked to leave and will be escorted off the premises by the security staff who will keep an eye on these patrons to ensure that they will not re-enter the premises or loiter around the area. Police assistances may be needed to resolve incidents in difficult cases. No public access is permitted therefore there will be no queuing of patrons at the entrance.

CCTV will be installed within and outside the premise to monitor patrons' behaviours. All footages will be storages on site and will be available to police upon request.

Paul 0421 123 525  
Leon 0412 336 411

info@baysidetp.com.au  
www.baysidetp.com.au

43 Genoa St.  
Moorabbin, VIC  
3189

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

---



**Training of Staff in the Management of Patron Behaviour**

Security staff will be employed from a licensed security firm to ensure that they are fully trained to manage patrons' behaviours including anti-social behaviours. The site manager/operator will have access to past CCTV footages and will know the identity of past offenders to monitor or restrict access to these patrons.

**Identification of All Noise Sources Associated with the Venue**

The identified noise sources associated with the venue are the noises emitted by patrons, music noises and entry/exit noises. The walls of the existing building is double brick thick and the ceiling is treated with a noise attenuation. The toilets are located within the rear section of the existing building and are separated by an internal wall with a self-closing door. The front façade has a commercial grade thick glass plane and is insulated by an internal wall located between the displayed area and the main internal floor area. The entry/exit front door is fitted with noise attenuation seals and a self-closer. It will be managed fulltime by security staff during an event.

The noise level emitted from the premise must comply with the requirements the State Environment Protection Policy – Control of Noise from Commerce, Industry and Trade SEPP N-1 and the State Environment Protection Policy – Control of Music Noise from Public Premise as updated 2021.

**Compliant Procedure**

The site manager/operator will to keep a compliant log on site to record any complain by a member of the public, the Victoria Police, or an authorised officer of the Responsible Authority. The log will include the name and the contact details of the complaints and the nature, date and time of the complains. This log will be available to be inspected by the police or an authorised officer of the Responsible Authority upon request. CCTV recorded footages will be stored on site and will also be available to authorised persons upon request.

**Action to Address a Compliant**

The site manager/operator will contact the compliant to discuss ways to address the issue to ensure that the matter is resolved in a reasonable manner to prevent future complains. This could include extra security staff or changes of procedures and processes in managing the site.

 Paul 0421 123 525  
Leon 0412 336 411

 [info@baysidetp.com.au](mailto:info@baysidetp.com.au)  
[www.baysidetp.com.au](http://www.baysidetp.com.au)

 43 Genoa St.  
Moorabbin, VIC  
3189

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

---



**Behavioural Risks**

**Management of Arrival and Departure of Patrons**

All guests will be required to present their invitations to security staff to inspect upon their arrival in an orderly manner to ensure that they are at the right venue. If patrons require to leave the venue early to smoke outside, they will be stamped on their arms to allow them to return later through the front entry. Security staff will verbally encourage departing patrons to keep their noise levels down while smoking in the front outdoor area or to go home. No-one leaves the licensed area with alcohol.

The noise level emitted from the premise must comply with the requirements the State Environment Protection Policy – Control of Noise from Commerce, Industry and Trade SEPP N-1 and the State Environment Protection Policy – Control of Music Noise from Public Premise as updated 2021.

**Signage of Off-site Patron Behaviour**

A sign will be placed near the main exit to encourage patrons of their behaviour when they depart the premises and to keep their noise levels down and to go straight to their vehicles. The signage text to be used is "Please keep quiet when leaving this premises."

**Management/Dispersal of Patrons After the Venue has Closed**

Security staff will verbally encourage patrons to keep their noise levels down upon departing a closed venue. They will disperse patrons and use CCTV to monitor and ensure that patrons do not loiter around the area.

**Amenity Risks**

**Identification of Noise Sensitive Areas**

The subject site is located more than 200 metres from the nearest residential zone. There is a hotel located approximately 70 metres south of the subject site.

**Measures to be undertaken to address all noise sources**

The existing building is designed with noise attenuation. Measures to address all noise sources include keeping patrons within the venue as much and possible with minimum opening of the front entry/exit door mainly for smokers.

A decorative graphic element consisting of several overlapping squares in shades of blue and grey, arranged in a stepped, geometric pattern, located to the left of the contact information.

 Paul 0421 123 525  
Leon 0412 336 411

 [info@baysidetp.com.au](mailto:info@baysidetp.com.au)  
[www.baysidetp.com.au](http://www.baysidetp.com.au)

 43 Genoa St.  
Moorabbin, VIC  
3189

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

---



The noise level emitted from the premise must comply with the requirements the State Environment Protection Policy – Control of Noise from Commerce, Industry and Trade SEPP N-1 and the State Environment Protection Policy – Control of Music Noise from Public Premise as updated 2021.

Security staff will verbally encourage patrons on their departure from a closed venue to keep their noise levels down and to ensure on-one leaves the licensed area with alcohol. There will also be signage at the front exit point to encourage patrons to keep their noise level down when exiting the premises. Security staff will patrol the area at least 30 minutes after the event has closed to ensure patrons do not loiter around the area.

**Measures to be Undertaken to Ensure no Unreasonable Amenity Impacts**

Serving staff will serve alcohol as required only within the designated area and within the liquor licensed hours. Security staff will be employed at all venues to manage patrons' behaviours. This is to ensure that patrons are in and orderly manner on arrival and departure of an event. The front entry/exit door will be kept closed as much as possible. Security staff will verbally encourage patrons on their departure to keep their noise levels down and to ensure on-one leaves the licensed area with alcohol. Security staff will patrol the area to ensure patrons are dispersed after the venue has closed and that no loitering occurred in the area. CCTV will be used to monitor the area after the venue has closed.

**Conclusion**


This Patron Management Plan aims to satisfy the requirements of Condition 2 of the Planning Permit PLN22/0026.

It addresses the requirements outlined in the planning permit, with a focus on reducing risks to compliance, behaviour and amenity by:

- Ensuring the site manager/operator, security staff and serving staff are trained in patrons' behaviours and to reduce noise impacts and alcohol impacts to the amenity of the surrounding area;

 Paul 0421 123 525  
Leon 0412 336 411

 [info@baysidetp.com.au](mailto:info@baysidetp.com.au)  
[www.baysidetp.com.au](http://www.baysidetp.com.au)

 43 Genoa St.  
Moorabbin, VIC  
3189

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**




- Maintaining a welcoming, orderly and supportive environment with a focus entertainment; and
- Maintaining the noise level emitted from the premise to comply with the requirements the State Environment Protection Policy – Control of Noise from Commerce, Industry and Trade SEPP N-1 and the State Environment Protection Policy – Control of Music Noise from Public Premise as updated 2021.



  
Paul 0421 123 525  
Leon 0412 336 411

  
[info@baysidetp.com.au](mailto:info@baysidetp.com.au)  
[www.baysidetp.com.au](http://www.baysidetp.com.au)

  
43 Genoa St.  
Moorabbin, VIC  
3189

[illegible]

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION - NO. 181-183 LONSDALE STREET,  
DANDENONG (PLANNING APPLICATION NO. PLA22/0076)**

**ATTACHMENT 2**

**ORIGINAL PERMIT AND ENDORSED PLANS**

**PAGES 11 (including cover)**

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

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

**PLANNING  
PERMIT**

**Permit No.:** PLN22/0026  
**Planning Scheme:** Greater Dandenong  
Planning Scheme  
**Responsible Authority:** Greater Dandenong  
City Council

**ADDRESS OF THE LAND:** 181-183 Lonsdale Street DANDENONG VIC 3175  
(Lot 1 TP 248595 Part Por 8 Sec 4 Vol 5381 Fol 188)

**THE PERMIT ALLOWS:** Use of the land for a place of assembly (function  
centre) and a reduction in the car parking  
requirements

**THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT:**

---

1. Before the use commences, 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. Deletion of the references to roller blinds and signage;
- 1.2. The ground level street frontage (including all entries and display windows) to be maintained as clear glazing, with any proposed internal privacy screen to be no less than 50% transparent.

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

2. Before the use starts, a patron management plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The patron management plan must be prepared by a person with suitable qualifications or experience to the satisfaction of the Responsible Authority and must detail how the venue will operate to ensure any impacts on the surrounding residential area will be managed, including but not limited to:
- 2.1. Details of proposed management of the venue including emergency procedure management plan, crowd control and access to external areas;
  - 2.2. Staffing and other measures that are designed to manage patron numbers and behaviour and ensure the orderly arrival and departure of patrons;
  - 2.3. Signage to be used to encourage responsible off-site patron behaviour;
  - 2.4. The management and dispersal of patrons, including patrons loitering around the venue after the venue has closed;
  - 2.5. Training of staff in the management of patron behaviour;

Continued...

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

- 2 -

**PLANNING PERMIT NO. PLN22/0026**

Conditions Continued

- 2.6. Identification of all noise sources associated with the venue (including, but not limited to patron noise, music noise, access to external toilets, entries and exits);
- 2.7. Identification of noise sensitive areas including residential uses and accommodation in close proximity to the land;
- 2.8. Measures to be undertaken to address all noise sources identified, including on and off-site noise attenuation measures;
- 2.9. Procedures to be undertaken by staff in the event of a complaint by a member of the public, the Victoria Police, or an authorised officer of the Responsible Authority.
- 2.10. Details of any measures to work with neighbours and other residents to address complaints and general operational issues; and
- 2.11. Any other measures to be undertaken to ensure no unreasonable amenity impacts.

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

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

Except with the prior written consent of the Responsible Authority, the patron management plan must not be modified.

3. Except with the prior written consent of the Responsible Authority, the layout of the use on the endorsed plan/s must not be altered.
4. Once the use is commenced, the land may only be used for the permitted use and the use must be conducted to the satisfaction of the Responsible Authority.
5. Except with the prior written consent of the Responsible Authority, no more than one hundred (100) patrons and three (3) staff are permitted on the site at any one time.
6. Except with the prior written consent of the Responsible Authority, the approved use must only operate 5:00pm – 12 midnight, Friday and Saturday.
7. Except with the prior written consent of the Responsible Authority, the approved use and any associated activity must only be undertaken within the confines of the building as shown on the endorsed plans.
8. The areas identified on the plans as 'display areas' must only be used to display goods associated with the approved use, and must not be used for the purpose of security monitoring, utility, retail, or the storage of goods, materials, equipment and the like.
9. The operator or security staff of the premises must take reasonable steps to ensure that patrons leaving the premises act in an orderly manner and to the extent reasonably practicable must discourage patrons from loitering within the vicinity of surrounding residences.

Continued...

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

- 3 -

**PLANNING PERMIT NO. PLN22/0026**

Conditions Continued

10. Amplified music (including background music) is not permitted to be played other than through a sound system calibrated to ensure compliance with the permissible noise levels stipulated in the Environment Protection Regulations under the Environment Protection Act 2017 and the Incorporated Noise Protocol (Publication 1826.4, Environment Protection Authority, May 2021), with details submitted demonstrating how compliance will be achieved to the satisfaction of the Responsible Authority.
11. Noise levels emanating from the land must not exceed the permissible noise levels stipulated in the Environment Protection Regulations under the Environment Protection Act 2017 and the Incorporated Noise Protocol (Publication 1826.4, Environment Protection Authority, May 2021) as may be amended from time to time to the satisfaction of the Responsible Authority.
12. The amenity of the area must not be detrimentally affected by the use of land, including through the:
  - 12.1. transportation of materials, goods or commodities to or from the land;
  - 12.2. appearance of any building, works or materials;
  - 12.3. emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, girt or oil;
  - 12.4. presence of vermin; or
  - 12.5. in any other way.
13. The land must be kept in a neat and tidy condition at all times to the satisfaction of the Responsible Authority.
14. Goods, materials, equipment and the like associated with the use of the land must not be displayed or stored outside the building/s.
15. No plant, equipment, services or architectural features other than those shown on the endorsed plans shall be constructed or located above the roof level of the building.
16. All rubbish from the premises must be immediately collected and disposed of in an appropriate receptacle to the satisfaction of the Responsible Authority.
17. Bins or other receptacles for any form of rubbish or refuse may not be placed or allowed to remain in the view of the public, and no odour shall be emitted from any such receptacle.
18. All wastes must be disposed of to the satisfaction of the Responsible Authority and no liquid waste or polluted waters shall be discharged into a sewer or stormwater drainage system.
19. This permit will expire if one of the following circumstances applies:
  - 19.1. the use does not start within two (2) years of the date of this permit, or
  - 19.2. the use is discontinued for a period of two (2) years.

Continued...

---

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**

- 4 -

**PLANNING PERMIT NO. PLN22/0026**

Conditions Continued

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires or within six (6) months afterwards.

**Notes:**

- Except where no permit is required under the provisions of the Planning Scheme, no sign, flashing or intermittent lights, bunting or advertising device may be erected or displayed on the land without the permission of the Responsible Authority.

Prior to the erection of any advertising signs on the land, consultation should be made with officers of the Town Planning Department to determine the relevant Planning Scheme Controls.

- This permit relates to the use of the land and reduction in the car parking requirements only. Except where no planning permit is required for the buildings and works and/or a liquor licence under the provisions of the Planning Scheme, buildings and works and/or a liquor licence will be subject to a separate application

Prior to any buildings and works occurring and/or the sale and consumption of liquor, consultation should be made with the officers of the Town Planning Department to determine the relevant Planning Scheme controls.

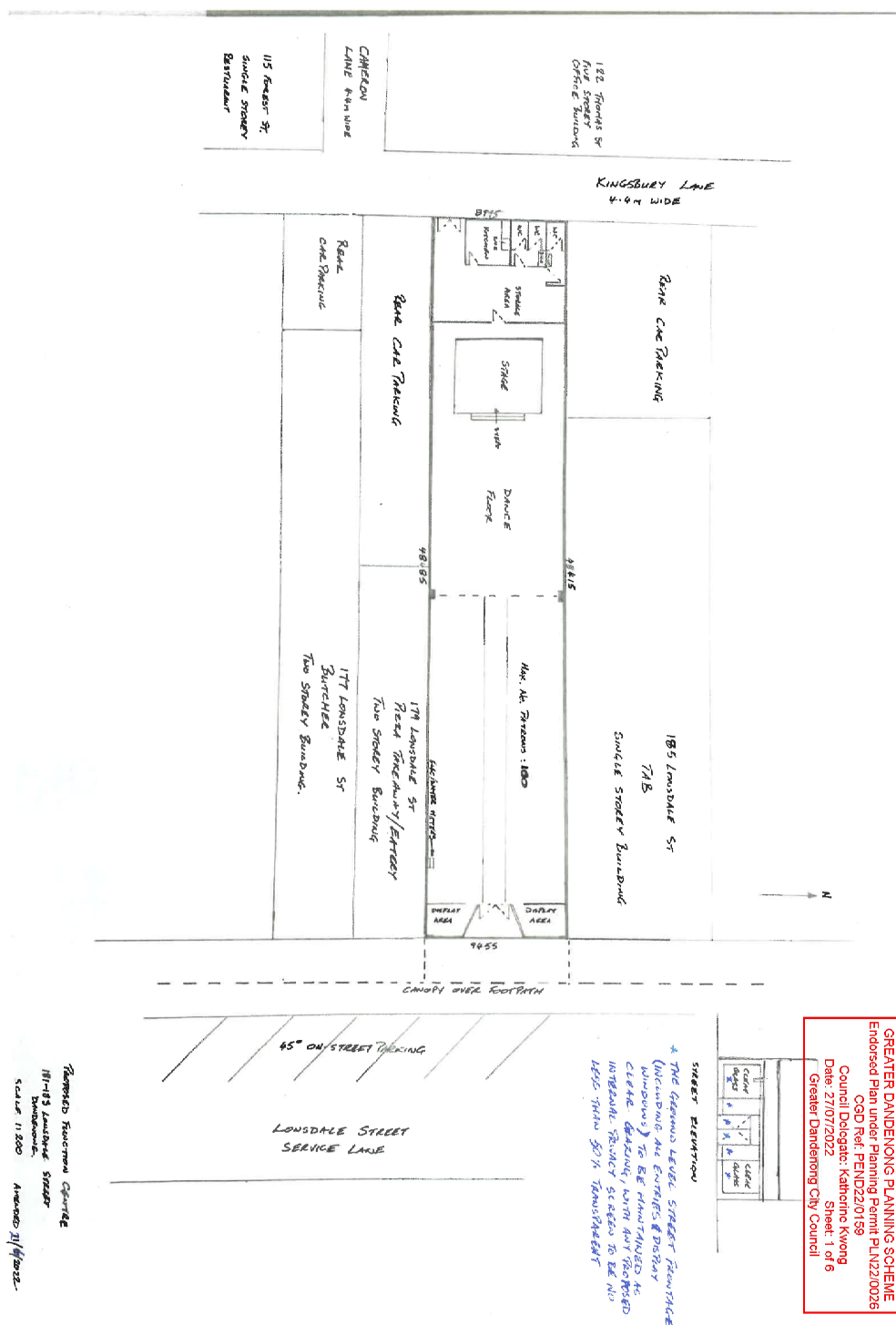
End of Permit Conditions

Under Division 1A of Part 4 of the **Planning and Environment Act 1987** a permit may be amended. Please check with the responsible authority that this permit is the current permit and can be acted upon.

Date issued: 21 June 2022

Signature for the responsible authority:  \_\_\_\_\_

2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)



### 2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)



PLANNING & ENVIRONMENT ACT 1987  
GREATER DANDENONG PLANNING SCHEME  
Endorsed Plan under Planning Permit PLN22/0026  
CGD Ref: PEND22/0159  
Council Delegate: Katherine Kwong  
Date: 27/07/2022 Sheet: 2 of 6  
Greater Dandenong City Council

## Patron Management Plan

<b>Site location:</b>	<b>181-183 Lonsdale Street, Dandenong</b>
<b>Type of Premises:</b>	<b>Place of Assembly (Function Centre)</b>
<b>Operation Hours:</b>	<b>5pm to 12 midnight Friday and Saturday</b>
<b>Number of Patron:</b>	<b>100 (Maximum)</b>
<b>Security Arrangement:</b>	<b>Security staff to be on duty during all events between 4.30pm to 12.30am</b>
	<b>CCTV installed within and outside the premises</b>

### Permit Requirement

This Patron Management Plan (PMP) was prepared on behalf of the owner to address the requirements of Condition 2 of the Planning Permit PLN22/0026 for the use of the above property.

### Site Location

The premises is located within an existing Major Activity Centre - Dandenong Central surrounded by other commercial properties. The subject site and land to the north, south and west are located within a Comprehensive Development Zone -Schedule 2 (CDZ2). The site abuts a Principal Road Network (TRZ2) to the east.



Paul 0421 123 525 info@baysidetp.com.au 35 Genoa St.  
Leon 0412 336 411 www.baysidetp.com.au Moorabbin, VIC  
3189

### 2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)



PLANNING & ENVIRONMENT ACT 1987  
GREATER DANDENONG PLANNING SCHEME  
Endorsed Plan under Planning Permit PLN22/0026  
CGD Ref: PEND22/0159  
Council Delegate: Katherine Kwong  
Date: 27/07/2022 Sheet: 3 of 6  
Greater Dandenong City Council

#### Emergency Management Procedure

The manager/operator of this premises had previously managed other premises within this Major Activity Centre and had the required training in crowd control and emergency management procedure. There will be two other security staff members employed to manage crowd control and to implement the emergency procedure to support the manager/operator during an event between 4.30pm to 12.30am. The security staff members will only permit patrons with invitations to enter the premise in an orderly manner for a private event and will ensure that access will only be via a front door. In the event of a fire, the security staff members will escort patrons out either the front or rear door of the premises. Patrons with anti-social behaviours will be asked to leave and will be escorted off the premises. Security staff members will keep an eye on these patrons to ensure that they will not re-enter the premises or loiter around the area. Police assistances may be needed to resolve incidents in difficult cases.

CCTV will be installed within and outside the premise to monitor patron behaviours. All footages will be storages on site and will be available to police upon request.

#### Management of Arrival and Departure of Patrons

All patrons will be required to present their invitations to security staff member to inspect for upon their arrival in an orderly manner to ensure that they are at the right venue. If patrons require to leave the venue early, they will be stamped on their arms to allow them to return later. Security staff members will encourage departing patrons to keep their noise levels down by offering them lollipops and to go straight to their vehicles.

The noise level emitted from the premise must comply with the requirements the State Environment Protection Policy – Control of Noise from Commerce, Industry and Trade SEPP N-1 and the State Environment Protection Policy – Control of Music Noise from Public Premise as updated 2021.

Paul 0421 123 525  
Leon 0412 336 411

info@baysidetp.com.au  
www.baysidetp.com.au

35 Genoa St.  
Moorabbin, VIC  
3189

### 2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)



PLANNING & ENVIRONMENT ACT 1987  
GREATER DANDENONG PLANNING SCHEME  
Endorsed Plan under Planning Permit PLN22/0026  
CGD Ref: PEND22/0159  
Council Delegate: Katherine Kwong  
Date: 27/07/2022 Sheet: 4 of 6  
Greater Dandenong City Council

#### **Signage of Off-site Patron Behaviour**

A sign will be placed near the main exit to encourage patrons of their behaviour when they depart the premises and to keep their noise levels down and to go straight to their vehicles. The signage text to be used is "Please keep quiet when leaving this premises."

#### **Management/Dispersal of Patrons After the Venue has Closed**

Security staff members will encourage patrons to keep their noise levels down upon departing a closed venue. They will disperse patrons and use CCTV to monitor and ensure that patrons are not loitering around the area.

#### **Training of Staff in the Management of Patron Behaviour**

Security staff will be employed from a licensed security firm to ensure that they are fully trained to manage patron behaviours including crowd control. The Manager will have access to past CCTV footages to will know the identity of past offenders and will monitor or restrict access to these patrons.

#### **Identification of All Noise Sources Associated with the Venue**

The identified noise sources associated with the venue are the noises emitted by patrons, music noises and entry/exit noises. The walls of the existing building is double brick thick and the ceiling is treated with a noise attenuation. The toilets are located within the rear section of the existing building and are separated by an internal wall with a self-closing door. The front façade has a commercial grade thick glass plane and is insulated by an internal wall located between the displayed area and the main internal floor area. The entry/exit front door is fitted with noise attenuation seals and a self-closer. It will be managed fulltime by security staff members.

The noise level emitted from the premise must comply with the requirements the State Environment Protection Policy – Control of Noise from Commerce, Industry and Trade SEPP N-1 and the State Environment Protection Policy – Control of Music Noise from Public Premise as updated 2021.

Paul 0421 123 525  
Leon 0412 336 411

info@baysidetp.com.au  
www.baysidetp.com.au

35 Genoa St.  
Moorabbin, VIC  
3189

### 2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)



PLANNING & ENVIRONMENT ACT 1987  
GREATER DANDENONG PLANNING SCHEME  
Endorsed Plan under Planning Permit PLN22/0026  
CGD Ref: PEND22/0159  
Council Delegate: Katherine Kwong  
Date: 27/07/2022 Sheet: 5 of 6  
Greater Dandenong City Council

#### Identification of Noise Sensitive Areas

The subject site is located more than 200 metres from the nearest residential zone.  
There is a hotel located approximately 70 metres south of the subject site.

#### Measures to be undertaken to address all noise sources

The existing building is designed with noise attenuation. Measures to address all noise sources include keeping patrons within the venue as much and possible with minimum opening of the front entry/exit door.

The noise level emitted from the premise must comply with the requirements the State Environment Protection Policy – Control of Noise from Commerce, Industry and Trade SEPP N-1 and the State Environment Protection Policy – Control of Music Noise from Public Premise as updated 2021.

Offer patrons lollipops on their departure from the closed venue to encourage them to keep their noise levels down. Security staff members will patrol the area to ensure patrons are not loitering around the area after the venue has closed.

#### Compliant Procedure

The manager/operator will to keep a compliant log on site to record any complain by a member of the public, the Victoria Police, or an authorised officer of the Responsible Authority. The log will include the name and the contact details of the complaints and the nature, date and time of the complains. This log will be available to be inspected by the police or an authorised officer of the Responsible Authority upon request. CCTV recorded footages will be stored on site and will also be available to authorised persons upon request.

#### Action to Address a Compliant

The manager/operator will to contact the compliant to discuss ways to address the issue to ensure that the matter is resolved in a reasonable manner to prevent future complains. This could include extra security staff or changes of procedures and processes in managing the site.

Paul 0421 123 525  
Leon 0412 336 411

info@baysidetp.com.au  
www.baysidetp.com.au

35 Genoa St.  
Moorabbin, VIC  
3189

**2.3.3 Town Planning Application - No. 181-183 Lonsdale Street, Dandenong (Planning Application No. PLA22/0076) (Cont.)**



PLANNING & ENVIRONMENT ACT 1987  
GREATER DANDENONG PLANNING SCHEME  
Endorsed Plan under Planning Permit PLN22/0026  
CGD Ref: PEND22/0159  
Council Delegate: Katherine Kwong  
Date: 27/07/2022 Sheet: 6 of 6  
Greater Dandenong City Council

**Measures to be Undertaken to Ensure no Unreasonable Amenity Impacts**

Security staff members will be employed at all venues to manage crowd control. This is to ensure that patrons are in an orderly manner on arrival and departure of an event. The front entry/exit door will be kept closed as much as possible. Security staff members will offer lollipops to patrons on their departure to encourage them to keep their noise levels down. Security staff members will patrol the area to ensure patrons are dispersed after the venue has closed and that no loitering occurred in the area. CCTV will be used to monitor the area after the venue has closed.

**Conclusion**

This Patron Management Plan aims to satisfy the requirements of Condition 2 of the Planning Permit PLN22/0026.

It addresses the requirements outlined in the planning permit, with a focus on reducing risks to compliance, behaviour and amenity by:

- Ensuring the manager/operator and security staff members are trained in crowd control and to reduce noise impacts to the amenity of the surrounding area;
- Maintaining a welcoming, orderly and supportive environment with a focus on entertainment; and
- Maintaining the noise level emitted from the premise to comply with the requirements of the State Environment Protection Policy – Control of Noise from Commerce, Industry and Trade SEPP N-1 and the State Environment Protection Policy – Control of Music Noise from Public Premise as updated 2021.

Paul 0421 123 525  
Leon 0412 336 411

[info@baysidetp.com.au](mailto:info@baysidetp.com.au)  
[www.baysidetp.com.au](http://www.baysidetp.com.au)

35 Genoa St.  
Moorabbin, VIC  
3189

### 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. 2223-36 Reconstruction of Ordish Rd, Dandenong South

File Id: aQ495207

Responsible Officer: Director Business, Engineering & Major Projects

**Attachments:**

---

#### 1. Report Summary

This report outlines the tender process undertaken to select a suitably qualified and experienced contractor for the **Reconstruction of Ordish Rd, Dandenong South**.

#### 2. Recommendation Summary

This report recommends that Council awards **Contract No 2223-36 Reconstruction of Ordish Rd, Dandenong South** to **Fulton Hogan Industries Pty Ltd & ABN 54 000 538 689** for a fixed lump sum price of Four Million, Nine Hundred and Seventy Nine Thousand, Three Hundred & Ninety Five Dollars and Fifty Eight Cents. (\$4,979,395.58), including GST of \$452,692.33.

This is a Lump Sum Contract and not subject to rise and fall.

---

**4.1.1 Contract No. 2223-36 Reconstruction of Ordish Rd, Dandenong South (Cont.)**

### **3. Background**

This Contract is for the partial reconstruction of Ordish Road, Dandenong South from Greens Road to Mark Anthony Drive (approx. 2.4kms). Ordish Road is an urban arterial road located in a commercial and industrial area. The road is sealed with kerbs, grassed verges and trees on both sides of the road.

Council has carried out a geo technical investigation on Ordish Road to analyse the condition of the existing pavement. The existing pavement surfacing is in a fair to poor condition, with crocodile cracking and patching. Pavement design for reconstruction has been completed and there are two options are being considered to implement.

### **4. Tender Process**

This tender process was advertised in The Age newspaper and on Council's website on Saturday 14 January 2023 and closed at 2PM Tuesday 7 February 2023.

At the close of the tender advertising period, submissions were received from three (3) companies as indicated below:

1. **Fulton Hogan Industries Pty Ltd – ABN 54 000 538 689**
2. **Parkinson Group (Vic) Pty Ltd – ABN 58 168 742 925**
3. **Prestige Paving Pty Ltd – ABN 84 140 970 912**

Tenderers were requested to provide a lump sum price breakdown on the separate Schedule of Items form provided with the tender documents.

### **5. Tender Evaluation**

The evaluation panel comprised of Coordinator Civil Projects, Project Engineer (Civil), Strategic Infrastructure Planning Engineer and Contract officer from Council.

---

**4.1.1 Contract No. 2223-36 Reconstruction of Ordish Rd, Dandenong South (Cont.)**

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

	<b>Evaluation Criteria</b>	<b>Weighting</b>
1	Tendered Amount / Price	40
2	Relevant Experience (including Past Performance with Similar Work)	25
3	Capability (including Resources)	10
4	Capability (Including Works Program)	10
5	Social Procurement	5%
6	Local Industry	5%
7	Environmental Management	5%

Points were awarded on a scale 0 – 5 corresponding to the score parameters listed below.

<b>Score</b>	<b>Description</b>
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. 2223-36 Reconstruction of Ordish Rd, Dandenong South (Cont.)

Each tender submission was assessed and ranked against the advertised evaluation criteria, these rankings were then multiplied by the pre-determined weighting. The weighted attribute points scores resulting from the assessment are shown in the following table:

Tenderer	Price Points	Non-Price Points	Total Score	OH&S	ENV	Rapid Global
Fulton Hogan Industries	1.19	2.58	3.77	PASS	PASS	Registered & Compliant
Prestige Paving	1.00	1.68	2.68	PASS	PASS	Registered & Compliant
Parkinson Group (Vic)	0.70	1.68	2.38	PASS	PASS	Registered & Compliant

At the completion of the tender evaluation process described above, the Evaluation Panel agreed that the tender submission from **Fulton Hogan Industries Pty Ltd – ABN 54 000 538 689** would provide the best outcome to Council for the works.

The evaluation matrix and other supporting documents have been placed on the relevant tender 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.***

## 6. Financial Implications

The contract price of \$4,979,395.58 including GST (\$4,526,723.26 excluding GST) is within the approved budget allocation of \$ 6,00,000.00 within the Road Reconstruction and Road Rehabilitation Program and is available to deliver this project.

**Note:**

**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.***

---

**4.1.1 Contract No. 2223-36 Reconstruction of Ordish Rd, Dandenong South (Cont.)**

## **7. Social Procurement**

**Fulton Hogan Industries** have an office in Noble Park North and an asphalt plant located in Dandenong South where they employ 10 apprentices and 4 trainees. They state that if successful they would commit to exploring candidates from within the municipality for any vacant roles required to deliver these services and any suitable vacant roles they may have within their organisation to facilitate ongoing social employment opportunities. They are a Social Enterprise and Fulton Hogan is a founding member of Supply Nation and a Kinaway partner. They stated that gaining this contract will provide them with the opportunity to secure partnerships with social enterprises like Brotherhood of St Lawrence, Clean Force, Fruit 2 Work and Waverley Industries. They operate in accordance with the principles of social, environmental and economic sustainability and they have a Sustainability Policy.

## **8. Local Industry**

As discussed **Fulton Hogan Industries** has an office located in Noble Park North and an Asphalt plant located in Dandenong South. They have **12** staff members who reside within the Greater Dandenong boundary.

ITEM	PERCENTAGE OF LOCAL CONTENT	VALUE OF LOCAL CONTENT (exclude GST)
Labour	86%	\$3,722,003.40
Plant		
Supervision		
Sub Contractors	5%	\$215,845.72
<b>TOTAL</b>		<b>\$3,938,849.15</b>

Fulton Hogan has estimated that the organisation will purchase the following major items at businesses within Greater Dandenong;

1. Supply & Lay of Asphalt (Labour, Plant, Materials, etc) - Fulton Hogan Industries, Dandenong South - \$3,723,003.40.
2. Line marking – Image Linemarking, Dandenong South - \$26,867.70.
3. Traffic Management – Traffic Diversion Group, Dandenong South, \$181,889.30.
4. Location Services – Environmental Location Services, ;Dandenong South - \$7,088.75.

---

**4.1.1 Contract No. 2223-36 Reconstruction of Ordish Rd, Dandenong South (Cont.)**

**9. Consultation**

**1. Safety & Environmental**

During the tender evaluation process and in preparation of this report, relevant Council Officers from Council's City Improvement Services, 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.

**10. 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;
- 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.

---

**4.1.1 Contract No. 2223-36 Reconstruction of Ordish Rd, Dandenong South (Cont.)**

## **11. 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 12), Fair Work Questionnaire for Potential Contractors (Schedule 13) and the Victorian Child Safe Standards Questionnaire (Schedule 14).

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.

## **12. 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 submissions for this tender process, contractors were required to address Councils Social Employment opportunities (Schedule 7B). This includes questions to address Council's Diversity, Access and Equity Policy.

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

## **13. 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 Councils Statement of Environmental (Schedule 7C). This includes questions to assess if the contractors' attitude towards sustainability is in line with Councils Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy 2020-2030 and the requirements of the *Local Government Act 2020*

---

#### **4.1.1 Contract No. 2223-36 Reconstruction of Ordish Rd, Dandenong South (Cont.)**

The design of this road project will incorporate reuse of the in situ material and the recommended contractor advises that sustainable practices are part and parcel of the manufacturing processes. They use materials that are energy efficient as well as recycled content.

### **14. Conclusion**

At the conclusion of the tender evaluation process, the evaluation panel agreed that the tender submission from **Fulton Hogan Industries Pty Ltd – ABN 54 000 538 689** represented the best value outcome for Council and should be accepted due to:

- 1) their conforming and lowest priced tender submission;
- 2) their relevant experience working with Victorian government authorities including Greater Dandenong and they are a current panel contractor for Contract 2223-06 Road Resurfacing & Associated Works;
- 3) their level of experience, staff resources and sub-contractor selection;
- 4) receiving a Pass for their Occupational Health and Safety (OH&S) and Environmental Management Systems;
- 5) receiving a strong result for the Standard Financial & Performance Assessment (Procurement) Company Check undertaken by Corporate Scorecard;
- 6) it is registered and compliant with Rapid Global (Council's Contractor Risk Management Compliance database); and
- 7) Fulton Hogan Industries Pty Ltd is a Vic Roads pre-qualified contractor for Road Construction, Pavement Rehabilitation & Maintenance and General Works.

### **15. Recommendation**

**That Council:**

1. **awards Contract No. 2223-36 Reconstruction of Ordish Rd, Dandenong South to Fulton Hogan Industries Pty Ltd (ABN 54 000 538 689) for a Lump Sum price of Four Million, Nine Hundred and Seventy Nine Thousand, Three Hundred & Ninety Five Dollars and Fifty Eight Cents. (\$4,979,395.58), including GST of \$452,692.33.; and**
2. **authorises the Chief Executive Officer to execute the contract agreements and any associated documentation with the successful contractor.**

## **4.2 POLICY AND STRATEGY**

### **4.2.1 Cricket Wicket Policy 2023**

File Id:	A9550055
Responsible Officer:	Director Community Services
Attachments:	Cricket Wicket Policy 2023

---

#### **1. Report Summary**

The Cricket Wicket Policy establishes clear guidelines for the establishment and maintenance of cricket wicket facilities within the City of Greater Dandenong (CGD) including the roles and responsibilities of Council and sporting clubs. This policy supersedes the 2008 Cricket Wicket Policy.

#### **2. Recommendation Summary**

This report recommends that the updated Cricket Wicket Policy 2023 (refer **Attachment 1**) be approved.

---

#### 4.2.1 Cricket Wicket Policy 2023 (Cont.)

### 3. Background

A review of the 2008 Cricket Wicket Policy has been completed, including Council and Club roles and responsibilities and turf wicket maintenance requirements and costs.

The purpose of updated policy is proposed to:

- Provide appropriate facilities for players to play and practice cricket.
- Encourage the development of female and junior participation as a development pathway.
- Provide facilities that support pathways for local cricketers to achieve Regional, State and National cricket team selection.
- Ensure that sporting facility developments provide inclusive and accessible opportunities for the broader community to participate in cricket.

Clubs affiliated with the Dandenong and District Cricket Association (DDCA) are located across four municipalities (Dandenong, Casey, Kingston and Cardinia). Cricket Victoria have advised that the membership numbers of Casey, Kingston and Cardinia clubs are significantly higher than clubs within the CGD, particularly regarding junior membership numbers. The larger DDCA clubs outside of the CGD currently attract more talented junior players due to their stronger player development pathways and opportunities for representative cricket selection.

The DDCA prefers access to turf wickets for their third-grade competition, however this additional usage would exceed the optimal capacity of the turf tables and further escalate Council's ground maintenance costs.

Cricket Victoria has indicated their support for increased usage of synthetic wickets, as opposed to turf wickets, to encourage stronger growth in cricket participation.

### 4. Proposal

Proposed changes to the previous policy are as follows:

- **Provide appropriate facilities for players to play and practice cricket**
1. City of Greater Dandenong (CGD) is amongst the top Victorian LGAs for the most number of turf wicket grounds, with 18. In recent years there has been an increase in the use of turf wickets by lower-level teams for these high-quality facilities from DDCA affiliate clubs i.e. teams which are not of a high enough standard of performance to warrant a turf table cricket wicket ground, for example fourth or fifth grade teams or social teams.
    - The policy dictates that turf wickets will not be allocated for turf Grade E or 5+, Masters or equivalent level of cricket. These teams are to play on synthetic cricket wickets.

---

#### 4.2.1 Cricket Wicket Policy 2023 (Cont.)

2. Turf cricket wickets are a significant cost for Council to maintain. With the subsidy level to support cricket being higher than any other sport utilising Council-managed sportsgrounds. Aside from the cost to maintain, Council doesn't currently have any available sites to provide new turf or synthetic cricket wicket grounds.

According to the updated policy:

- Only existing clubs, as of 2022/2023 summer season, will be allocated turf wickets. Applications for turf cricket wickets from any new clubs entering the CGD will not be accepted.
  - Should an existing turf table no longer be required by an allocated club, Council will decide whether to convert the turf table to a single synthetic cricket wicket.
3. The previous policy identified four levels of cricket within the municipality. These were Premier (Men), Premier (Women), Sub District and Association Cricket. The updated Policy consolidates Premier (Men) and Premier (Women) into a single 'Premier' category, and Sub District and Association into another 'Community' category.
- Premier combines men's and women's premier levels, to receive the same level of support/facilities. The only Premier club is the Dandenong Cricket Club.
  - Cricket Victoria (CV) no longer recognises the Victorian Sub-District Cricket Association (VSDCA) as the second level of turf cricket in Victoria. Following a review of metropolitan turf cricket, CV changed their structure, with sub-district cricket no longer being part of the development pathway for cricket in Victoria. VSDCA clubs have been advised by CV to move to regional/district level competitions. As a result, sub-district level is merged with the community level within the updated policy.
  - Aside from sub-district and premier, there are four associations at the same level as the DDCA that CGD clubs participate in. All associations at this level are categorised as 'Community-level'.

The high cost for provision of turf practice wickets was considered. Council currently has two turf wicket practice facilities at Shepley Oval and Noble Park Reserve. It's proposed that Council doesn't develop any additional turf practice wickets. Changes to maintenance to the turf practice table at Noble Park Reserve will be reconsidered when the policy is reviewed in four years.

- In the past 10 years, clubs have requested additional games (e.g., T-20 matches & Sunday games) which has negatively impacted the turf quality and Council has been unable to adequately meet the extra workload. The previous policy does not consider these requests. As a result, the policy recommends additional fixtured games for those seasonally allocated teams will be on a limited basis upon application, considerate of the sustainability of turf quality and staffing availability.

---

#### 4.2.1 Cricket Wicket Policy 2023 (Cont.)

- **Encourage the development of female and junior participation as a development pathway**

The policy acknowledges the need for more junior and female participation in CGD which is essential to the sustainability of clubs and the inclusion of gender and age equity within sporting clubs.

1. The policy addresses the allocation of turf table wickets as follows:

- Clubs at the community level must demonstrate a development pathway to turf cricket including junior and female programs and/or competition sides playing at a lower level on non-turf wicket playing surfaces.
- As a general principle, each turf table wicket will be allocated dependent on the level of cricket, as follows:
  - Premier Level:
    - Two (2) turf table per club, per gender, with a maximum of four (4) male and four (4) female turf teams.
  - Community Level:
    - One (1) turf table per club, with a maximum of two (2) male and one (1) female team. *Note: the female team allocation cannot be substituted for a male team.*
    - Sub-District is considered as part of the Community level, however, will be permitted, as per the requirements of the association:
      - Two (2) turf tables per club, with a maximum of four (4) male and two (2) female teams. *Note: the female team allocation cannot be substituted for a male team.*
      - The number of Sunday matches are to be negotiated annually with Council.
      - All T-20 matches, and special events are to be considered as casual bookings, subject to turf quality and staffing availability.

---

#### **4.2.1 Cricket Wicket Policy 2023 (Cont.)**

In summary, implementation of the updated policy is expected to have the following impacts, based upon current team allocations:

- Greater opportunity for female and junior participants, supporting the Make Your Move Greater Dandenong Physical Activity Strategy, and encouraging greater gender equity in turf cricket wicket allocation.
- There will be a reduction in standard of service at Noble Park Reserve to a community-level, from the previous 'sub-district' category in the previous policy.
- By reducing the number of teams per turf wicket for Community level clubs to a maximum of two teams per turf wicket, two existing clubs would be impacted.
- Removing the allocation of turf wicket allocation for turf grade 5+, Masters or equivalent levels of cricket will impact on two clubs. These clubs will need to allocate their teams (turf grade 5+, Masters or equivalent levels of cricket) to a synthetics cricket wicket ground.

### **5. Financial Implications**

There will be a cost saving of \$15,000 to \$20,000 per annum to Council due to the restructuring of cricket levels from four to two and the reduction in ground maintenance service requirements.

### **6. Consultation**

Consultation was conducted with the following internal officers and departments:

- Sport and Recreation department
- Parks department
- Asset Management Coordinator

Consultation was conducted with Dandenong & District Cricket Association and Cricket Victoria.

The policy was presented to the community and stakeholders via public exhibition from Wednesday 26 October to Wednesday 30 November 2023 (40 days). This consisted of:

- Presentation of the policy at the CGD Cricket Forum held on Wednesday 26 October 2022 at the Dandenong Civic Centre with 22 of the 38 clubs in attendance, various local and regional cricket associations and Cricket Victoria.
- Email to all 38 CGD-based cricket clubs and all local & regional cricket associations.
- Presented on the CGD website, via the 'Have Your Say' page.

Two (2) submissions were received which proposed only minor amendments which were considered.

---

#### 4.2.1 Cricket Wicket Policy 2023 (Cont.)

### 7. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans

*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:

- Sustainable environment
- 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.

### 8. Overarching Governance Principles of *Local Government Act 2020*

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles. These are:

- seeking the best outcomes for the municipal community, including future generations (S. 9b). In particular, the policy seeks to ensure that all residents are accorded respect, and that considerations of their needs, preference and circumstances influences the development of Council services.
- collaboration with other councils and governments and statutory bodies (S. 9f). This policy is based in part, upon an inspection of similar policies and plans among other councils.
- the ongoing financial viability of the Council is to be ensured. This policy sets clear parameters around Councils' responsibilities to ensure that the provision of facilities is financially viable.
- supporting transparency of council decisions, actions and information (S. 9h and S. 58). Transparency is reflected in the preparation and content of this policy, which has been formed after consultation with the community, written in plain English to improve its accessibility, and will be disseminated to residents through appropriate media and means.

---

#### **4.2.1 Cricket Wicket Policy 2023 (Cont.)**

### **9. Victorian Charter of Human Rights and Responsibilities**

The Victorian Charter of Human Rights and Responsibilities was considered in preparation of this report. It is considered that the policy is consistent with the rights outlined in the Charter, and, that it advances the following rights, through its emphasis upon respect and consideration of social diversity in all aspects of Council conduct and in its engagement, inclusion and participation by all residents in our community:

- Freedom of thought, conscience, religion and belief (S. 14)
- Freedom of expression (S. 15)
- Peaceful assembly and freedom of association (S. 16)
- Taking part in public life (S. 18)
- Cultural rights (S. 19)

### **10. The Gender Equality Act 2020**

A gender impact assessment has been conducted and the policy addresses the Gender Equality Act 2020 by including proportionate action towards achieving gender equality.

- Equal provision for the number of teams per gender for Premier-level turf competition.
- Introducing a maximum of two male teams and one female team per club, per turf table, for community-level turf competition.
- Introducing a new criterion for allocating Community-level clubs to turf table, whereby they must demonstrate a development pathway to turf cricket including junior and female programs and/or competition teams playing at a lower level on non-turf wicket playing surfaces (i.e. synthetic or concrete).

### **11. Consideration of Climate Change and Sustainability**

This policy considers the impact of 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.

Reliable access to water is critical to the playability of cricket grounds. Irrigation tanks are in place at most sports grounds which allows for water to be delivered to the ground, should the provision of water be restricted because of drought or similar.

Extreme heat and the impact this has on participants will be managed as per existing State and Regional policies and processes.

---

#### **4.2.1 Cricket Wicket Policy 2023 (Cont.)**

### **12. Related Council Policies, Strategies or Frameworks**

The following policies, strategies or legislation relate to the implementation of this policy.

#### **12.1 Legislation**

- *Charter of Human Rights and Responsibilities Act 2006*
- *Gender Equality Act 2020*
- *Local Government Act 2020*

#### **12.2 Related Council and Other Policies, Procedures, Strategies, Protocols, Guidelines**

- Council Plan 2021-25
- Diversity Access and Equity Policy
- Make Your Move Greater Dandenong Physical Activity Strategy 2020-2030
- Sports Facilities Plan – Implementation Plan 2018
- Victorian Cricket Infrastructure Strategy 2018-2028, Cricket Victoria
- Cricket Australia Community Cricket Facilities Guidelines, 2015
- Victorian Government Fair Access Policy Roadmap 2022

### **13. Conclusion**

A review of the Cricket Wicket Policy was conducted and is now presented to Council for approval. The principal objective of the review was to ensure that the policy is current with legislative requirements and remained relevant and up to date.

### **14. Recommendation**

**That Council:**

- 1. approves the Cricket Wicket Policy 2023 (refer Attachment 1); and**
- 2. endorses that the former Cricket Wicket Policy 2008 be superseded.**

**4.2.1 Cricket Wicket Policy 2023 (Cont.)**

**POLICY AND STRATEGY**

**CRICKET WICKET POLICY 2023**

**ATTACHMENT 1**

**CRICKET WICKET POLICY 2023**

**PAGES 10 (including cover)**

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

#### 4.2.1 Cricket Wicket Policy 2023 (Cont.)



## Cricket Wicket Policy 2023

Policy Endorsement:	Endorsement required by Council		
Policy Superseded by this Policy:	Cricket Wicket Policy 2008		
Directorate:	Community Services		
Responsible Officer:	Manager, Community Development, Sport and Recreation		
Policy Type:	Discretionary		
File Number:	A8847053	Version No:	1
1 <sup>st</sup> Adopted by Council	Minute No.	Last Adopted by Council:	Minute No.
Review Period:	4 years	Next Review:	2027

**4.2.1 Cricket Wicket Policy 2023 (Cont.)**

*This page has been left intentionally blank.*

---

#### 4.2.1 Cricket Wicket Policy 2023 (Cont.)



##### TABLE OF CONTENTS

1.	POLICY OBJECTIVE (OR PURPOSE) .....	2
2.	BACKGROUND .....	2
3.	SCOPE .....	2
4.	DEFINITIONS .....	2
5.	POLICY .....	2
5.1	ALLOCATION OF TURF TABLES .....	3
5.2	TURF – PRACTICE WICKETS .....	4
5.3	SYNTHETIC – CENTRE AND PRACTICE WICKETS .....	4
6.	RESPONSE TO THE OVERARCHING GOVERNANCE PRINCIPLES OF THE LOCAL GOVERNMENT ACT 2020 .....	4
7.	CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006 – COMPATIBILITY STATEMENT .....	5
8.	RESPONSE TO THE GENDER EQUALITY ACT 2020 .....	5
9.	CONSIDERATION OF CLIMATE CHANGE AND SUSTAINABILITY .....	6
10.	RESPONSIBILITIES .....	6
11.	REPORTING, MONITORING AND REVIEW .....	6
12.	REFERENCES AND RELATED DOCUMENTS .....	6

## 4.2.1 Cricket Wicket Policy 2023 (Cont.)

### 1. POLICY OBJECTIVE

A clear set of guidelines is provided for the establishment and maintenance of outdoor cricket wicket facilities within the City of Greater Dandenong, including the roles and responsibilities of Council and sporting clubs. The purpose of the updated policy is to:

- Provide appropriate facilities for players to play and practice cricket.
- Encourage the development of female and junior participation as a development pathway.
- Provide facilities that support player development pathways for local cricketers to achieve Regional, State and National cricket team selection.
- Ensure that sporting facility developments provide inclusive, accessible opportunities for the broader community to participate in cricket.

### 2. BACKGROUND

To facilitate participation in cricket by the broader community, it is important that players at different levels of participation and competition have access to suitable facilities.

### 3. SCOPE

The policy relates to the provision of outdoor cricket facilities on Council owned/managed land.

### 4. DEFINITIONS

**Community Level:** Cricket played as part of any association/league, outside of premier level.

**Premier Level:** Cricket played as part of Victorian Premier Cricket.

**Turf Table:** A turf table consists of one or more turf cricket pitches/wickets. There is only one turf table per ground.


### 5. POLICY

Council caters for two levels of turf cricket within the city, being Premier-level and Community-level. Premier-level cricket requires a higher standard of facilities and turf wicket preparation, in accordance with Cricket Australia's Community Cricket Facility Guidelines.

Council will:

- Provide cricket clubs based within the City of Greater Dandenong with seasonal allocations to turf wicket facilities.
- Maintain all existing Council-owned centre wickets/tables to the acceptable standard required by the competition in which the club participates.
- Purchase turf table covers for Premier-level turf wicket grounds.
- Manage the covering of turf wickets for Premier cricket only, to comply with the quality standards for Premier cricket and maximise the available playing time. Wickets will be covered in accordance with the relevant competition guidelines.
- Charge fees for facility usage in line with the current Fees and Charges Policy.
- Encourage clubs to assist Council in maintaining facilities in good condition through cooperation with the local ground curator.

#### 4.2.1 Cricket Wicket Policy 2023 (Cont.)



Premier-level cricket clubs will be responsible for managing turf wicket covers on match day, following handover of the ground by Council's curator to the club.

Community-level cricket clubs will:

- Manage their own turf wicket covers in accordance with Council directives.
- Purchase and replace their own turf wicket covers.
- Remove wicket covers from turf tables as directed by Council, so that ground staff can maintain and prepare wickets.
- Remove and securely store turf wicket covers off the ground when not in use.

#### 5.1 ALLOCATION OF TURF TABLES

Turf tables will be allocated to clubs based upon the following criteria:

- Playing on a turf wicket is a requirement of their affiliated association / competition.
- Applications are supported by a written submission by the relevant association, detailing those requirements.
- Community-level clubs must demonstrate a development pathway to turf cricket including junior and female programs and/or competition teams playing at a lower level on non-turf wicket surfaces (i.e. synthetic or concrete wickets).
- Turf wickets will not be allocated for turf Grade E or 5+, Masters or equivalent level of cricket. These teams are to play on synthetic cricket wickets.
- Council will not construct additional turf table facilities at existing sporting grounds within the City.
- Only existing clubs, as of the 2022/2023 summer season, will be allocated turf wickets. Applications for turf cricket wickets from any new clubs entering the City of Greater Dandenong will not be accepted.
- Should an existing turf table no longer be required by the allocated club, Council will decide whether to convert the turf table to a single synthetic cricket wicket.
- Turf wickets will be allocated depending upon the level of cricket as follows:
  - Premier level:
    - Two (2) turf tables per club, per gender, with a maximum of four (4) male and four (4) female turf teams.
    - The number of weeknight (night cricket) and Sunday matches are to be negotiated annually with Council.
    - All T-20 matches, and special events are to be considered as casual bookings, subject to turf quality and staffing availability.
  - Community level:
    - One (1) turf wicket per club, with a maximum of two (2) male and one (1) female teams. *Note: the female team allocation cannot be substituted for a male team.*
    - The number of Sunday matches are to be negotiated annually with Council.
    - All T-20 matches and special events are to be considered as casual bookings, subject to turf quality and staffing availability.
    - Sub-District is considered as part of the Community level, however, will be permitted, as per the requirements of the association:
      - Two (2) turf tables per club, with a maximum of four (4) male and two (2) female teams. *Note: the female team allocation cannot be substituted for a male team.*
      - The number of Sunday matches are to be negotiated annually with Council.
      - All T-20 matches, and special events are to be considered as casual bookings, subject to turf quality and staffing availability.

#### 4.2.1 Cricket Wicket Policy 2023 (Cont.)

### 5.2 TURF – PRACTICE WICKETS

Given the high establishment and ongoing maintenance costs of turf practice wickets, turf wicket practice facilities will only be provided at the existing two locations at Noble Park Reserve and Dandenong Park (Shepley Oval). The existing seasonal allocations for these facilities will continue as per the existing arrangements.

Council will:

- Continue to maintain all existing seasonally allocated Council-owned turf practice facilities within the City to the standard required by the competition in which the club plays.
- Prepare turf practice tables for training in accordance with the seasonal allocation of two nights per week, which can be averaged across the cricket season to accommodate ad-hoc training sessions where cricket pathway development sessions can be demonstrated.
- Charge fees for facility usage in line with the current Fees and Charges Policy.
- Encourage clubs to assist Council in maintaining facilities in good condition through cooperation with the local ground curator.

### 5.3 SYNTHETIC – CENTRE AND PRACTICE WICKETS

Council recognises the importance of providing high quality synthetic cricket facilities to accommodate the large number of junior and senior players. Council acknowledges that the core of the community level competition is played on synthetic wickets.

Council will:

- Be responsible for repairs and maintenance to synthetic cricket wickets.
- Fund the renewal of synthetic wickets that have reached the end of their serviceable life.
- Cover synthetic wickets at the conclusion of each summer cricket season, and uncover synthetic wickets prior to the commencement of each summer cricket season, to allow the grounds to be safely used during the winter sports season.
- Charge fees for facility usage in line with the current Fees and Charges Policy.
- Fund the renewal of concrete cricket wickets that are no longer fit for purpose.
- Allocate cricket practice facilities equitably, in consideration of the needs of all clubs.

Clubs will be responsible for:

- Funding the replacement of the synthetic surface prior to the end of the wicket's serviceable life.
- Funding the additional cost of a synthetic material that differs to what is currently provided.


The capital replacement of synthetic centre and practice wickets will be conducted as part of Councils' Capital Improvement Program subject to budget and Council approval. Council will provide a maximum of three synthetic practice wicket lanes per reserve for Community-level cricket.

## 6. RESPONSE TO THE OVERARCHING GOVERNANCE PRINCIPLES OF THE LOCAL GOVERNMENT ACT 2020

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles. These are:

- seeking the best outcomes for the municipal community, including future generations (S. 9b). In particular, the policy seeks to ensure that all residents are accorded respect, and that considerations of their needs, preference and circumstances influences the development of Council services.

#### 4.2.1 Cricket Wicket Policy 2023 (Cont.)

- 
- collaboration with other councils and governments and statutory bodies (S. 9f). This policy is based in part, upon an inspection of similar policies and plans among other councils.
  - the ongoing financial viability of the Council is to be ensured. This policy sets clear parameters around Councils' responsibilities to ensure that the provision of facilities is financially viable.
  - supporting transparency of council decisions, actions and information (S. 9h and S. 58). Transparency is reflected in the preparation and content of this policy, which has been formed after consultation with the community, written in plain English to improve its accessibility, and will be disseminated to residents through appropriate media and means.

#### 7. CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006 – COMPATIBILITY STATEMENT

The *Victorian Charter of Human Rights and Responsibilities Act 2006* has been considered in relation to whether any human rights under the Charter are restricted or contrived by the enactment of any part of this policy.

It is considered that the policy is consistent with the rights outlined in the Charter, and in particular, that it advances the following rights, through its emphasis upon respect and consideration of social diversity in all aspects of Council conduct and in its consideration of engagement, inclusion and participation by all residents in our community:

- Freedom of thought, conscience, religion and belief (S. 14)
- Freedom of expression (S. 15)
- Peaceful assembly and freedom of association (S. 16)
- Taking part in public life (S. 18)
- Cultural rights (S. 19).

#### 8. RESPONSE TO THE GENDER EQUALITY ACT 2020

The *Gender Equality Act 2020* requires that Councils "...must consider and promote gender equality; and take necessary and proportionate action towards achieving gender equality."

In addition, Part One, Section 1(a) of the *Gender Equality Act 2020* requires gender assessments when "...developing or revising any policy of, or program or service provided by, the entity that has a direct and significant impact upon the public" - a provision which takes effect on March 31, 2021.


A gender assessment has been completed and the policy addresses the *Gender Equality Act 2020* by including proportionate action towards achieving gender equality.

- Equal provision for the number of teams per gender for Premier-level turf competition.
- Introducing a maximum of two male teams and one female team per club, per turf table, for community-level turf competition.
- Introducing a new criteria for allocating Community-level clubs to turf table, whereby they must demonstrate a development pathway to turf cricket including junior and female programs and/or competition teams playing at a lower level on non-turf wicket playing surfaces (i.e. synthetic or concrete).

As of the 2021/2022 summer turf cricket season, there were no female teams playing permanently on turf cricket wickets at the community level in the municipality. This updated policy places a greater emphasis on female and junior (mixed) participation as a participation pathway.

---

#### 4.2.1 Cricket Wicket Policy 2023 (Cont.)



Due to the number of turf tables available in the municipality, Council will be able to accommodate a maximum of seven female teams as part of this policy based on current cricket participation. Based on existing staff resources and to ensure quality provision, a turf table can sustain three teams, with periodic extra use for T20 (short format matches) or other activities to be negotiated with Council. Council will again review the allocation of facilities per gender based on participation demand when this policy is next updated in 2027.

### 9. CONSIDERATION OF CLIMATE CHANGE AND SUSTAINABILITY

This policy considers the impact of 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.

Reliable access to water is critical to the playability of cricket grounds. Irrigation tanks are in place at most sports grounds which allows for water to be delivered to the ground, should the provision of water be restricted because of drought or similar.

The impact of extreme heat on cricket participants will be managed as per existing State and Regional policies and processes.

### 10. RESPONSIBILITIES

Responsibility will rest with the Sport and Recreation Unit to inform cricket clubs about the content and meaning of this policy. This may entail communication through the Council website, email, and presentations.

The Sport and Recreation Unit and the Parks Unit will be responsible for the implementation of the Council responsibilities contained within the policy. The cricket clubs will be responsible for the implementation of the Club responsibilities contained within the Policy.

### 11. REPORTING, MONITORING AND REVIEW

The Sport and Recreation Unit will monitor the details and outcomes of this policy and report as required. The Parks Unit will monitor the condition of cricket infrastructure and implementation of this policy and report as required. A review is conducted by the Sport and Recreation Unit and Parks Unit at the end of each summer season.

The policy will be reviewed after four years and will consider the following:

- The participation trends of the community in cricket.
- The impact that the policy will have on Council staff.
- The cost to Council for the provision of cricket assets.
- Benchmarking against other municipalities.

### 12. REFERENCES AND RELATED DOCUMENTS

The following policies, strategies or legislation relate to the implementation of this policy.

#### Legislation

- *Charter of Human Rights and Responsibilities Act 2006*
- *Gender Equality Act 2020*
- *Local Government Act 2020*

#### 4.2.1 Cricket Wicket Policy 2023 (Cont.)



**Related Council and Other Policies, Procedures, Strategies, Protocols, Guidelines**

- Council Plan 2021-25
- Diversity Access and Equity Policy
- Make Your Move Greater Dandenong Physical Activity Strategy 2020-2030
- Sports Facilities Plan – Implementation Plan 2018
- Victorian Cricket Infrastructure Strategy 2018-2028, Cricket Victoria
- Cricket Australia Community Cricket Facilities Guidelines, 2015
- Victorian Government Fair Access Policy Roadmap 2022

## **4.3 OTHER**

### **4.3.1 Audit and Risk Committee Activity Report**

File Id:

Responsible Officer:

Executive Manager Finance and IT

Attachments:

Audit and Risk Committee Activity Report

---

### **1. Report Summary**

Under the new *Local Government Act 2020*, the Audit and Risk Committee is required to table a report on its activities to Council twice per year. This report covers the Committees work for the meetings held on 18 November 2022 and 3 March 2023 and aligns with the Committee's Annual Work Plan in terms of the cyclical nature of its work.

### **2. Recommendation Summary**

This report recommends that Council notes the Audit and Risk Committee Activity Report.

---

#### **4.3.1 Audit and Risk Committee Activity Report (Cont.)**

### **3. Background**

Section 54(5) of the *Local Government Act 2020* requires that the Audit and Risk Committee tables a bi-annual report to Council.

In discussing this further, Council's Audit and Risk Committee has resolved to provide reports following every second meeting in order that reports are timely and relevant to Council.

The report outlines the key activities carried out by the Committee during the period.

### **5. Proposal**

The report recommends that Council notes the Audit and Risk Committee Activity Report.

### **6. Financial Implications**

There are no financial implications associated with this report.

### **7. Consultation**

The Audit and Risk Committee Activity Report was tabled and reviewed by members at the Audit and Risk Committee Meeting held on the 3 March 2023 prior to being tabled to Council.

### **8. 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.*

#### **8.1 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 Council that demonstrates leadership and a commitment to investing in the community.

---

#### **4.3.1 Audit and Risk Committee Activity Report (Cont.)**

### **9. 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 Audit and Risk Committee Charter is largely administrative in nature, but it does establish a framework for the effective oversight of finance and risk management for Council and plays an important role in Council delivering on the financial management principles in the Act.

The Committee further considers internal audits across a range of matters that deal with many of the overarching principles including strategic planning and decision making and climate change.

The role of the Committee is further aimed at ensuring Council continuously improves its systems of internal controls and risk management.

Whilst meetings of the Committee are not open to the public, the Committee tables its minutes to subsequent Council meetings including a summary of the topics discussed. The Committee is required to transparently report to Council its activities twice per annum and table a summary of its performance evaluation of the Committee annually.

### **10. 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 given its administrative nature.

### **11. 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.

Whilst this report is largely administrative in nature, the recruitment and selection of relevant committee members has been conducted with a view of having a gender and diversity balance on the Committee.

The content/topic/issue (of this report) is purely administrative in its nature and does not have the potential to influence broader social norms and gender roles.

---

**4.3.1 Audit and Risk Committee Activity Report (Cont.)**

**12. 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.

**13. Related Council Policies, Strategies or Frameworks**

Audit and Risk Committee Charter.

**14. Conclusion**

As outlined in the Activity Report, the Audit and Risk Committee has been very productive during the reporting period covering a wide range of matters.

**15. Recommendation**

**That Council notes the Audit and Risk Committee Activity Report.**

**4.3.1 Audit and Risk Committee Activity Report (Cont.)**

**OTHER**

**AUDIT AND RISK COMMITTEE ACTIVITY REPORT**

**ATTACHMENT 1**

**AUDIT AND RISK COMMITTEE  
ACTIVITY REPORT**

**PAGES 6 (including cover)**

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

---

#### 4.3.1 Audit and Risk Committee Activity Report (Cont.)

##### **City of Greater Dandenong Activity Report - Audit & Risk Committee March 2023**

###### **Role of the Audit and Risk Committee**

The Audit and Risk Committee (ARC or “the Committee”) is an independent committee of Council. Its purpose is to support and advise Council in fulfilling its responsibilities related to external financial and performance reporting, maintenance of strong and effective governance and control frameworks, management of key risks and Council's compliance with legislation and regulation. The Committee has a prime responsibility in overseeing and monitoring Council's various audit processes.

###### **Independence**

An independent Audit and Risk Committee is a fundamental component of a strong corporate governance culture. Council's Committee is independent of management and is not involved in any operational decisions.

###### **Reporting Period of this Report**

This report covers Audit and Risk Committee (ARC or Committee) activity from 26 August 2022 to 3 March 2023. In that period the Committee has met twice – on 18 November 2022 and 3 March 2023. This report has been reviewed by all Committee members.

###### **Purpose of this Report**

This report has two purposes as follows:

- 1) It meets the reporting requirements to Council as mandated by section 54(5) of the *Local Government Act 2020* (LGA), whereby the Committee is required to biannually report to Council on its activities, findings and recommendations. The Committee did also provide an annual activity report to Council in October 2022; and
- 2) It meets Council's governance requirements whereby Council requires its various Committees to report on their activities at least annually.

###### **Committee Charter**

The Committee's Charter is set by Council and was last reviewed and approved by Council on 12 July 2021. The revised Charter became effective on 12 July 2021.

###### **Committee Membership**

Committee membership is comprised of five people appointed by Council, with two members being Councillors and three members being independent of Council.

Councillors not appointed to the Committee are welcome to attend meetings but do not have any voting rights. Council was subject to official administration for the entire reporting period.

#### 4.3.1 Audit and Risk Committee Activity Report (Cont.)

##### Meeting Attendance

Details of membership and meeting attendance for the reporting period are summarised in the table below:

Attendee	Role	Meetings	
		18 Nov 2022	3 Mar 2023
Geoff Harry (Chair)	Independent Member	Attended	Attended
Jenny Johanson	Independent Member	Attended	Attended
Peter Smith	Independent Member	Attended	Attended
Cr Eden Foster (Mayor)	Councillor Member	Apology	Attended
Cr Rhonda Garad	Councillor Member	Apology	Attended

##### Senior Management Team

The Committee has been strongly supported by Council's senior management team who have attended all meetings during the year.

##### External Service Providers

In addition, both the internal audit team (HLB Mann Judd) and the agent of the Victorian Auditor General's Office (VAGO) have attended as required.

##### Key Activities for the Reporting Period

The work of the ARC has continued to be guided by the Annual Workplan (AWP) and all matters listed in the AWP for the two scheduled meetings held have been addressed. The AWP is reviewed at the beginning of each meeting to ensure its continued relevance. Key outcomes of the scheduled meetings are summarised below.

	Topic	Meeting	
		18 Nov 2022	3 March 2023
1	Review of year-to-date financial performance (Council, DMPL and SEL)	✓	✓
2	External Audit Strategy – Annual Financial and Performance Statements (SEL, DMPL and Council consolidated)		✓
3	Review of risk management activity at both operational and strategic levels	✓	✓
4	Consideration of the external audit strategy (Council, SEL and DMPL) for the year ending 30 June 2023;		✓
5	Review the new Strategic Internal Audit Plan 2022-2026 (2022-23 focus) and delivery of the internal audit plan for remainder of the year ending 30 June 2023	✓	✓
6	Review the Draft scopes of internal audits for:		
	a) Data Analytics (Accounts Payable, Accounts Receivable and Payroll) – internal audit scope	✓	
	b) Outstanding internal audit actions scope	✓	
	c) Maternal Child Health internal audit scope		✓
	d) Tree Management internal audit scope		✓
7	Review of progress with implementation of internal audit recommendations	✓	✓
8	Review of growth in Annual Leave provisions		✓

#### 4.3.1 Audit and Risk Committee Activity Report (Cont.)

	Topic	Meeting	
		18 Nov 2022	3 March 2023
9	Review of new/revised policies in the following areas: a) Information Security Policy	✓	
10	Briefings from senior executives in the following risk areas: a) Business, Engineering and Major Projects	✓	✓
11	Consideration of recently released reports by Integrity Bodies (IBAC, LGI & OV)	✓	✓
12	Compliance Management reporting		
	a) IT Vulnerability Assessment & Penetration Testing update on the status of actions	✓	
	b) Council's Policy Register		✓
	c) Response to State Government Auditor-Generals Office reports on Grant-Making in 2022	✓	

##### *External Audit*

The Victorian Auditor General's Office (VAGO) agent RSD Audit is appointed to undertake the annual external audit of Council's consolidated annual financial report and annual performance statement for the year ended 30 June 2023.

The Committee considered the Draft External Audit Strategy for the audit of the consolidated annual financial report (Council, DMPL and SEL) and annual performance statement for the year ending 30 June 2023.

The Committee noted that with the establishment of South East Leisure Pty Ltd, a wholly owned subsidiary of Council, the 2022-23 financial year will see the first full year of operations consolidated into Council's financial report since commencing operations on 1 July 2022.

There were no significant changes in the proposed audit strategy in comparison to the previous year and the Committee believes that Council is well placed to meet the challenges of the financial year end close at 30 June 2023.

At its next June meeting the Committee will consider the outcomes of the first interim external audit visit.

##### *Internal Audit*

Council's current internal auditor is HLB Mann Judd were appointed in late September 2022. As part of the transitional arrangement, rather than delaying the commencement of the internal audit program, it was agreed by the Committee that two small internal audits commence in advance of developing the Strategic Internal Audit Plan (SIAP). At the November 2022 meeting the Committee reviewed the Strategic Internal Audit Plan 2022-2026 (2022-23 focus). A further update of the SIAP was provided for review at the March 2023 meeting with input from Council's new Chief Executive Officer, Jacqui Weatherill.

The internal audit reports provided at the conclusion of each review contain audit findings and recommendations for control improvements, together with management responses, and are presented to the Committee for review at each meeting. The Committee monitors implementation of the recommendations by the agreed due dates.

---

#### 4.3.1 Audit and Risk Committee Activity Report (Cont.)

The table below shows scheduled internal audit reviews.

Scheduled Reviews for 2022-23
Data Analytics (Accounts Payable, Accounts Receivable and Payroll)
Outstanding internal audit action register
Maternal Child Health
Tree Management
Conflicts of Interest
Councillor Expenses

The Committee monitors management performance in the closing out of recommendations for improvement and is particularly alert to high rated actions that are not closed by the target dates. Whilst there have been challenges in closing out agreed actions due to the impact of the pandemic, the Committee is keen that the focus on these actions remains strong and that actions which have been outstanding for long periods are resolved as soon as possible.

##### *Internal Control Environment and Compliance Management*

The Committee considered several reports on the review of policies, systems and controls during the reporting period. The key matters subject to review included the following:

- 1) Council's Policy Register
- 2) Plan for Council review of key policies on a three-year rolling plan
- 3) IT Vulnerability testing and outcomes of Phishing Campaigns
- 4) Information Security Policy
- 5) Response to State Government Auditor-Generals Office reports on Grant-Making in 2022.

##### **Investigations by State Integrity Agencies (VAGO, IBAC, Ombudsman Victoria)**

The Committee monitors reports released by State based integrity agencies and receives officer briefings on any reports that may be relevant to Council. The Committee focusses on whether there are any learnings for Council arising from these reports and monitors implementation of such improvements.

##### **Matters for Consideration During the Next Reporting Period**

In addition to business-as-usual matters and matters noted above for consideration at the next meeting, the Committee will consider the following important matters at its next meeting:

- Council's Long Term Financial Plan
- External audit interim management letter.

##### **Assessment of the Committee's Performance**

The Committee annually assesses its performance based on a survey completed by Committee members and officers who interact regularly with the Committee. This assessment was last considered by the Committee in June 2022 and there were no significant areas of concern. Nevertheless, the Committee uses these assessments as an opportunity to consider ways in which it can improve performance. The assessment for the current reporting period is scheduled for April/May 2023.

#### **4.3.1 Audit and Risk Committee Activity Report (Cont.)**

##### **Reporting to Council**

After every meeting Committee meeting minutes are forwarded to the next ordinary meeting of Council, including any reports that may help to explain outcomes or actions of Committee meetings. In addition, half year (this report) and full year activity reports on Committee activities, findings and recommendations are provided to Council.

##### **Officer Support**

The Committee is able to fulfil its responsibilities outlined in the Committee Charter through discharge of the Annual Work Plan. The success of its work requires significant commitment from many senior officers in developing meeting agendas, assembling reports and other information, preparing minutes of meetings and disseminating information to Committee members between meetings. The Committee acknowledges these efforts and the strong support it receives from the officers involved.

##### **Conclusion**

The Committee is satisfied that it has fully discharged its responsibilities as set out in the Charter. The Committee believes that Council has a strong control environment that continues to mature and has prudent financial management practices in place.

Geoff Harry  
On behalf of the Audit and Risk Committee

Date 3 March 2023

#### **4.3.2 Draft Minutes of Positive Ageing Advisory Committee Meeting - 9 February 2023**

File Id:

Responsible Officer:

Acting Director Community Strengthening

Attachments:

Draft Minutes of Positive Ageing Advisory  
Committee Meeting on 9 February 2023Positive  
Ageing Advisory Committee Meeting on 9  
February 2023

---

### **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 Positive Ageing Advisory Committee meeting provided in Attachment 1 to this report be noted and endorsed by Council.

---

#### 4.3.2 Draft Minutes of Positive Ageing Advisory Committee Meeting - 9 February 2023 (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.

### 4. Community Vision 2040 and Council Plan 2021-25 – Strategic Objectives, Strategies and Plans

*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
- Mind, Body and Spirit
- Art and Culture.

#### **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
- 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.

---

**4.3.2 Draft Minutes of Positive Ageing Advisory Committee Meeting - 9 February 2023 (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 Positive Ageing 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***

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.

---

**4.3.2 Draft Minutes of Positive Ageing Advisory Committee Meeting - 9 February 2023 (Cont.)**

**8. Consideration of Climate Change and Sustainability**

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 Meeting Minutes for the Positive Ageing Advisory Committee as provided in Attachment 1.**

---

**4.3.2 Draft Minutes of Positive Ageing Advisory Committee Meeting - 9 February 2023 (Cont.)**

**OTHER**

**DRAFT MINUTES OF POSITIVE AGEING ADVISORY COMMITTEE  
MEETING**

**ATTACHMENT 1**

**DRAFT MINUTES OF POSITIVE AGEING  
ADVISORY COMMITTEE MEETING  
HELD ON 9 FEBRUARY 2023**

**PAGES 5 (including cover)**

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

---

#### 4.3.2 Draft Minutes of Positive Ageing Advisory Committee Meeting - 9 February 2023 (Cont.)

**Advisory Committee or Reference Group Name:** Positive Ageing Advisory Committee (PAAC)

**Date of Meeting:** 9 February 2023

**Time of Meeting:** 1.30–3.30pm

**Meeting Location:** Springvale Community Hub  
5 Hillcrest Grove, Springvale  
Community Rooms 6

Also via Microsoft Teams

**Attendees:**

Committee: Julie Klok (Chair), Maria Erdeg, Christine Green, Lauris Attard, Betty Gracias, Jeff Carlin, Carol Drummond, Manager Community Care (City of Greater Dandenong [CGD]), Coordinator Community Access (CGD), Positive Ageing Team Leader (CGD)

**Apologies:** Erica Moulang, Positive Ageing Support Officer (CGD)

**Minutes:** Business Support Officer – Community Care (CGD)

Item No.	Item	Action	Action By
1.	<p><b>Welcome &amp; Apologies</b></p> <p><i>We acknowledge the traditional owners and custodians of this land, the Bunurong People, and pay respects to their Elders past, present and emerging.</i></p> <p><i>We recognise and respect their continuing connections to Climate, Culture and Country and we also pay our respects and acknowledge all Aboriginal peoples and their Elders present here today, in acknowledging their journey."</i></p> <p>The Chair welcomed all present and apologies noted.</p> <p>All Committee members provided a brief introduction and their interest in joining the PAAC.</p>		
2.	<p><b>Previous Minutes &amp; Business Arising</b></p> <p>December 2022 minutes were accepted – moved Maria Erdeg and seconded Betty Gracias.</p>		
3.	<p><b>Update on Aged Care Reform</b></p> <p>The Coordinator Community Access provided an update on the Aged Care Reform including:</p> <ul style="list-style-type: none"><li>• Council is awaiting the documentation of the contract extension until 30 June 2024 in February</li><li>• The new Care finder Program provides support to vulnerable older people who need assistance to access aged care services and support. There are several</li></ul>	<p>Provide regular updates to PAAC members.</p>	<p>Manager Community Care</p>

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

#### 4.3.2 Draft Minutes of Positive Ageing Advisory Committee Meeting - 9 February 2023 (Cont.)

	<p>providers listed in the South-Eastern Melbourne region, however, there are a number of providers not accepting any new referrals/clients which sufficiently delays support services for the older community</p> <ul style="list-style-type: none"> <li>• Updates on the Code of Conduct for Aged Care, Serious Incident Response Scheme (SIRS) in home services, changes to restrictive practices and strengthening provider governance</li> <li>• Council is awaiting an update from the Commonwealth government on the new integrated assessment model</li> <li>• The Department of Health and Aged Care is conducting a trial of the latest prototype of an Integrated Assessment Tool (IAT) with older Australians requesting government aged care services. The purpose of the trial is to collect a representative sample of assessment data and refine the classification system to align to the needs of the client population. Council is participating in the trial which will run for 3 months with the aim to complete 20,000 assessments and due to be completed by July 2023.</li> </ul>		
4.	<p><b>Social Connections Survey</b> The Coordinator Community Access advised the Positive Ageing Team has released the 'Older People and Social Connection' survey.</p> <p>The survey is in response to the low level of interest in planned events from the Seniors Festival in October 2022 with older community members preference in attending smaller group outings instead of attending large scale events post the pandemic.</p> <p>Council is seeking feedback from older community members to understand how they connect with others in their community including:</p> <ul style="list-style-type: none"> <li>• Types of activities of interest</li> <li>• Information they required to know about an activity before participating</li> <li>• Time/duration of preference to take part in activities</li> <li>• How they access information about the community</li> </ul> <p>The information gathered will help develop and refine the range of activities, programs and events offered by Council for older people.</p> <p>The survey has already received 52 responses to date with the consultation open until Sunday 30 May.</p>	<p>Assist in promoting older community residents to complete survey.</p>	<p>Committee Members</p>

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

#### 4.3.2 Draft Minutes of Positive Ageing Advisory Committee Meeting - 9 February 2023 (Cont.)

5.	<p><b>Positive Ageing Strategy 2017-2025</b> Council's Positive Ageing Strategy 2017-25 guides the development, management and future direction of our ageing population in the Greater Dandenong community.</p> <p>The eight-year strategy consists of 8 objectives including:</p> <ol style="list-style-type: none"> <li>1. Outdoor spaces and buildings</li> <li>2. Transportation</li> <li>3. Housing</li> <li>4. Respect and social inclusion</li> <li>5. Social participation</li> <li>6. Civic participation and employment</li> <li>7. Community and information</li> <li>8. Community support and health services</li> </ol> <p>Discussion was held on the current strategy and design of the next strategy including:</p> <ul style="list-style-type: none"> <li>• Current strategy is too long with various changes within the 8-year period</li> <li>• Keep it short and concise</li> <li>• Outcomes need to be measurable</li> <li>• Explore different approaches to present the objectives and priorities</li> <li>• Identify and quantify the current plan's achievements and identify areas of focus for the next strategy</li> </ul> <p>The Committee discussed the ongoing impact on social connection post COVID and the new strategy objectives should include:</p> <ul style="list-style-type: none"> <li>• Housing – promoting housing issues for older people including homelessness, affordability, and accessibility</li> <li>• Financial – reviewing the economic impact on older people due to fixed income and affordability</li> <li>• Social Connection – improving social connection with the community and reducing loneliness and isolation</li> <li>• Communication and Information – identifying communication barriers for older people, including language and communication methods</li> </ul>	Provide progress report to Committee.	Coordinator Community Access
6.	<p><b>Feedback on what are the issues for older people in sharing pathways with e-scooters</b> The Manager Community Care advised the Victorian Government has partnered with the City of Melbourne, City of Yarra, City of Port Phillip and the regional City of Ballarat to run e-scooters trials.</p> <p>The controlled trials of e-scooters are to understand the benefits and risks associated with the new transport technology and test if these vehicles can safely fit into the state's transport network.</p>	Provide feedback to the Department of Transport.	Manager Community Care

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

#### 4.3.2 Draft Minutes of Positive Ageing Advisory Committee Meeting - 9 February 2023 (Cont.)

	<p>Discussion was held on the trial including:</p> <ul style="list-style-type: none"> <li>• The potential benefits of allowing e-scooters on the transport network</li> <li>• Lack of understanding generally about what the rules and regulations are about what can travel on what sort of road/path- there needs to be an education campaign.</li> <li>• There was general agreement that the speed of bikes/scooters is quite fast on some shared pathways which means that pedestrians, including those who have mobility issues, sometimes have difficulty getting out of the way of fast bikes and scooters.</li> </ul> <p>A full evaluation of the trial will take place to assess the use of e-scooters in Victoria's transport system, including the safety of pedestrians.</p>		
7.	<p><b>Discussion on Committee Vacancies</b> The Coordinator Community Access advised there are four vacancies on the Committee.</p> <p>Applications for expression of interest to join the Positive Ageing Advisory Committee will be advertised shortly.</p>	Advise the Committee when expression of interest is advertised.	Coordinator Community Access
8.	<p><b>Other Business</b> The Committee enquired about Greater Dandenong's support services available for vulnerable people facing social and health-related issues. The Committee are interested in the current trend and who are the local service providers that support the community.</p> <p>The Chair encouraged members to consider booking to get a bone density scan. The Bone Bus is a mobile bone densitometry service which provides patients accessible assessments and requires a GP referral; free to residents over the age of 70.</p>	Arrange for Community Development Officer to provide further details at next PAAC meeting.	Manager Community Care
	<p><b>Next Meeting</b> Thursday 13 April</p>		
Meeting Closed 3.30pm			

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

#### **4.3.3 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 held during the period 13 February – 6 March 2023.

### **2. Recommendation Summary**

This report recommends that the information contained within it be received and noted.

---

#### 4.3.3 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings (Cont.)

### 3. Background

The Executive 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 held during the period 13 February – 6 March 2023.

### 4. Matters Presented for Discussion

Item		Councillor Briefing Session/Pre-Council Meeting
1.	<p><b>Discussion</b></p> <p>Councillors and Council officers briefly discussed the following items:</p> <ul style="list-style-type: none"><li>a. the fire and damage that occurred at Bright Moon Temple in Springvale;</li><li>b. people being granted permanent residency who were on temporary protection visas;</li><li>c. Councillors and Executive strategic planning workshop;</li><li>d. Clean up Australia Day activities;</li><li>e. the promotion of ward councillors; and</li><li>f. Agenda items for the Council Meeting of 13 February 2023. A CONFIDENTIAL matter was discussed during this item at which Cr Long disclosed a CONFLICT OF INTEREST. Cr Long left the meeting during discussion of this CONFIDENTIAL item.</li></ul>	<b>Pre-Council Meeting (PCM) – 13 February 2023</b>
2.	<p><b>CONFIDENTIAL under s 3(1)(g) of the Local Government Act 2020 - Keysborough South Community Hub Contract</b></p> <p>Councillors and Council officers discussed the details within this contract which was presented to the Council Meeting of 27 February 2023.</p>	<b>Councillor Briefing Session (CBS) – 20 February 2023</b>

---

**4.3.3 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings (Cont.)**

<b>3.</b>	<b><i>Capital Alliance Master Plan</i></b>  Representatives from Development Victoria and Capital Alliance provided Councillors with an update on the next stage of the Revitalising Central Dandenong project which involves sites 11-15 in the Foster Street Precinct.	<b><i>CBS – 20 February 2023</i></b>
<b>4.</b>	<b><i>Recreation Reserve Advertising, Promotional and Club Signage Policy</i></b>  This policy was recently reviewed and Councillors were provided with details of the updates, changes and new requirements.	<b><i>CBS – 20 February 2023</i></b>
<b>5.</b>	<b><i>Discussion</i></b>  Councillors and Council officers briefly discussed the following items: <ul style="list-style-type: none"><li>a. the extension of Springvale Community Hub Committee nominations;</li><li>b. the format of budget information and how Councillors would like to receive it;</li><li>c. progress on Council's Enterprise Bargaining Agreement negotiations;</li><li>d. organisational changes for Community Services;</li><li>e. Council motions for the MAV State Council Meeting and the ALGA National general Assembly;</li><li>f. advocacy to State and Federal governments; and</li><li>g. future of staff working from home and the office.</li></ul>	<b><i>CBS – 20 February 2023</i></b>
<b>6.</b>	<b><i>Councillor and Executive Strategic Workshop</i></b>  Councillor and the Executive Team attended a one-and-a-half-day workshop to discuss the strategic direction of Council.	<b><i>24-24 February 2023</i></b>

---

**4.3.3 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings (Cont.)**

<b>7.</b>	<b><i>Discussion</i></b>  Councillors and Council officers briefly discussed the following items:  a. dumped rubbish media engagement and education; b. the monitoring of certain sites in Dandenong South by the EPA; c. Clean up Australia Day activities; and d. Agenda items for the Council Meeting of 27 February 2023.	<b><i>PCM – 27 February 2023</i></b>
<b>8.</b>	<b><i>South East Leisure Pty Ltd (SEL) Draft Annual Plan and Budget</i></b>  The Chair and General Manager of SEL presented its draft Annual Plan and Budget for 2023-2024 to Councillors for the operations of Greater Dandenong's four major leisure centres and a support office.	<b><i>CBS – 6 March 2023</i></b>
<b>9.</b>	<b><i>Sporting Grounds and Pavilion Allocation Policy</i></b>  This policy has been reviewed and amended in accordance with State Government requirements. The changes and their anticipated impacts on communities were discussed.	<b><i>CBS – 6 March 2023</i></b>
<b>10.</b>	<b><i>Update on the Impact of COVID-19 on Mental Health in Greater Dandenong</i></b>  Councillors were provided with progress to date on Notice of Motion No. 3 which was endorsed by Council in August 2021. This Motion related to the promotion, monitoring, funding and advocacy of and about mental health services in Greater Dandenong.	<b><i>CBS – 6 March 2023</i></b>
<b>11.</b>	<b><i>Dandenong Wellbeing Centre</i></b>  Councillors were provided with an update on the status of the Dandenong Wellbeing Centre and discussed the options for moving forward with the project.	<b><i>CBS – 6 March 2023</i></b>

---

**4.3.3 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings (Cont.)**

<b>12.</b>	<b>Discussion</b>  Councillors and Council officers briefly discussed the following items:  a. Notification from the Bunurong Land Council regarding its determination on the Voice to Parliament; b. Upcoming events to remember including Budget briefing, tour to Brimbank Aquatic Centre and International Women's Day; c. The current display (of dumped rubbish) in Harmony Square; and d. Agenda items for the Council Meeting of 14 March 2023.	<b>CBS – 6 March 2023</b>
------------	--	---------------------------

**5. Apologies**

- Councillors Tan and Truong submitted apologies for the Pre-Council Meeting held on 13 February 2023.
- Councillors Formoso and Tan submitted apologies for the Councillor Briefing Session held on 20 February 2023.
- Councillors Memeti and Truong submitted apologies for the Councillors and Executive Strategic Workshop held 24-25 February 2023.
- Councillors Memeti and Milkovic submitted apologies for the Pre-Council Meeting held on 27 February 2023. Councillor Sophie Tan did not attend this Pre-Council Meeting.
- Councillor Memeti submitted an apology for the Councillor Briefing Session held on 6 March 2023. Councillor Sophie Tan did not attend this Councillor Briefing Session.

**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.

---

**4.3.3 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 on 13 February 2023 (Item 1(f)) and Councillor Briefing Session on 20 February 2023 (Item 2) that was declared confidential under section 3(1) of the *Local Government Act 2020* in Item Nos. 1(f) and 2 above remains confidential until further advisement unless that information forms the subject of a subsequent Council report.**

Items 1(f) was deemed confidential on the grounds that it contained personal information which, if released, would result in the unreasonable disclosure of information about a person. Item 2 was deemed confidential on the grounds that it contained private commercial information that would expose a business, commercial or financial undertaking to disadvantage if released.

#### **4.3.4 List of Registered Correspondence to Mayor and Councillors**

File Id:	qA283304
Responsible Officer:	Manager Governance
Attachments:	Correspondence Received 6-17 March 2023

---

#### **Report Summary**

Subsequent to resolutions made by Council on 11 November 2013 and 25 February 2014 in relation to a listing of incoming correspondence addressed to the Mayor and Councillors, Attachment 1 provides a list of this correspondence for the period 6-17 March 2023.

#### **Recommendation**

**That the listed items provided in Attachment 1 for the period 6-17 March 2023 be received and noted.**

---

**4.3.4 List of Registered Correspondence to Mayor and Councillors (Cont.)**

**OTHER**

**LIST OF REGISTERED CORRESPONDENCE TO MAYOR AND  
COUNCILLORS**

**ATTACHMENT 1**

**CORRESPONDENCE RECEIVED  
6-17 MARCH 2023**

**PAGES 3 (including cover)**

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

4.3.4 List of Registered Correspondence to Mayor and Councillors (Cont.)

Objective

CONNECTED COLLABORATIVE COMMUNITY

Correspondences addressed to the Mayor and Councillors received between 06/03/23 & 17/03/23 - for officer action - total = 1

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Currently Assigned
A follow-up email from Springvale South residents in relation to improvements at Burden Park.	04-Mar-23	06-Mar-23	fA270793	Mayor & Councillors EA

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

#### 4.3.4 List of Registered Correspondence to Mayor and Councillors (Cont.)

### Objective

CONNECTED. COLLABORATIVE. COMMUNITY.

#### Correspondences addressed to the Mayor and Councillors received between 06/03/23 & 17/03/23 - for information only - total = 7

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Currently Assigned
An email to the Mayor regarding the latest grants news from Grant Gurni.	07-Mar-23	07-Mar-23	A9589142	Mayor and Councillors EA
An email of complaint from a Springvale shopper concerned about the health hazards at Springvale Shopping Centre including beggars and vendors who block walkways with product displays.	08-Mar-23	08-Mar-23	A9593950	Mayor and Councillors EA
An email to the Mayor in relation to the National Asbestos Awareness Campaign from the Australian Government Asbestos Agency.	10-Mar-23	14-Mar-23	A9603057	Mayor and Councillors EA
A letter to the Mayor from the Minister for Planning in relation to the Progress Street, Dandenong South Level Crossing Removal - Designation of project area.	08-Jul-23	15-Mar-23	A9607838	Mayor and Councillors EA
A letter to the Mayor from a Dandenong resident requesting the Mayor's support for a visa application.	15-Mar-23	15-Mar-23	A9609062	Mayor and Councillors EA
An email to the Mayor from the Member for the South-Eastern Metropolitan Region requesting a meeting with the Mayor and CEO to discuss Council's priorities.	15-Mar-23	15-Mar-23	A9610739	Mayor and Councillors EA
An invitation to the Mayor from the Rodriguan Social Club of Victoria Inc to attend its Seniors Lunch in May 2023.	15-Mar-23	16-Mar-23	A9611545	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.