



Agenda

Council Meeting

Monday 9 October 2023, 7:00 pm

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

greaterdandenong.vic.gov.au



Council Meeting Details

At the time of printing this Agenda, the Council Meeting to be held on Monday 9 October 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 about 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.

Your Councillors

[Mayor Eden Foster](#)

[Cr Sean O'Reilly](#)

[Deputy Mayor Lana Formoso](#)

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

[Cr Tim Dark](#)

[Cr Loi Truong](#)

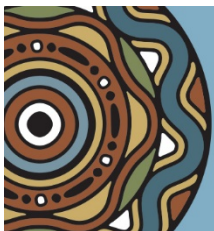
[Cr Rhonda Garad](#)

[Cr Richard Lim](#)

[Cr Angela Long](#)

[Cr Jim Memeti](#)

[Cr Bob Milkovic](#)



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

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

 (03) 8571 1000

 council@cgd.vic.gov.au

 greaterdandenong.vic.gov.au



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COUNCIL OBLIGATIONS AND AGENDA REPORTS

Council has several obligations in relation to its Community Vision, Council Plan, Instruments of Legislation and Council policy. These are summarily considered in each Agenda report and further details are added as required. The obligations are as follows:

Community Vision 2040 (Community Vision | Greater Dandenong Council)

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

- The City of Greater Dandenong is a home to all.*
- It's a city where you can enjoy and embrace life through celebration and equal opportunity.*
- We harmonise the community by valuing multiculturalism and the individual.*
- Our community is healthy, vibrant, innovative and creative.*
- Our growing city is committed to environmental sustainability.*
- Welcome to our exciting and peaceful community.*

Reports in this Agenda will identify when any of the above principles are relevant.

The Council Plan 2021-25 (Council Plan 2021-25 | Greater Dandenong Council)

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. The Council Plan has the following key strategic objectives:

- *A socially connected, safe and healthy city*
- *A city that respects and celebrates diversity, our history and the arts*
- *A city of accessible, vibrant centres and 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.*

Reports in this Agenda will identify when any of the above principles are relevant.

The Overarching Governance Principles of the Local Government Act 2020

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

- a) Council decisions are to be made and actions taken in accordance with the relevant law;
- b) priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- c) the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
- d) the municipal community is to be engaged in strategic planning and strategic decision making;
- e) innovation and continuous improvement are to be pursued;
- f) collaboration with other Councils and Governments and statutory bodies is to be sought;
- g) the ongoing financial viability of the Council is to be ensured;
- h) regional, state and national plans and policies are to be taken into account in strategic planning and decision making;
- i) the transparency of Council decisions, actions and information is to be ensured.

Also, in giving effect to the overarching governance principles above, a Council must take into account the following supporting principles:

- a) the community engagement principles (section 56);
- b) the public transparency principles (section 58);
- c) the strategic planning principles (section 89);
- d) the financial management principles (section 101);
- e) the service performance principles (section 106).

Reports in this Agenda will identify when any of the above principles are relevant.



The Gender Equality Act 2020

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

- a) to promote, encourage and facilitate the achievement of gender equality and improvement in the status of women; and
- b) to support the identification and elimination of systemic causes of gender inequality in policy, programs and delivery of services in workplaces and communities; and
- c) to recognise that gender inequality may be compounded by other forms of disadvantage or discrimination that a person may experience on the basis of Aboriginality, age, disability, ethnicity, gender identity, race, religion, sexual orientation and other attributes; and
- d) to redress disadvantage, address stigma, stereotyping, prejudice and violence, and accommodate persons of different genders by way of structural change; and
- e) to enhance economic and social participation by persons of different genders; and
- f) to further promote the right to equality set out in the Victorian Charter of Human Rights and Responsibilities and the Convention on the Elimination of All Forms of Discrimination against Women.

Council is obligated to think about how its programs and services affect different people and different communities and how we can avoid reinforcing unintentional inequalities. Reports authors must consider the requirements of the *Gender Equality Act 2020* and Council's Diversity, Access and Equity Policy when asking Council to consider or review any issues which have a direct or significant impact on members of the Greater Dandenong community.

Victorian Charter of Human Rights and Responsibilities

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

- human rights are essential in a democratic and inclusive society that respects the rule of law, human dignity, equality and freedom;
- human rights belong to all people without discrimination, and the diversity of the people of Victoria enhances our community;
- human rights come with responsibilities and must be exercised in a way that respects the human rights of others;
- human rights have a special importance for the Aboriginal people of Victoria, as descendants of Australia's first people, with their diverse spiritual, social, cultural and economic relationship with their traditional lands and waters.

Given this municipality's diversity and inclusiveness, when developing or preparing a report for Council consideration, report authors are required to ensure their report is consistent with the standards set by the Charter.



Consideration of Climate Change and Sustainability

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

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

When developing or preparing a report for Council consideration, report authors are required to consider what impacts their issue has on Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy and the requirements of the *Local Government Act 2020* in relation to the overarching principle on climate change and sustainability.

Related Council Policies, Strategies or Frameworks

Report authors will consider how their report aligns with existing Council policies, strategies, frameworks or other documents, how they may affect the decision of this report or are relevant to this process.



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1 MEETING OPENING

1.1 OPENING OF MEETING BY MAYOR

1.2 ATTENDANCE



1.3 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS OF LAND

Those in the Chamber may stand for this item.

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

We recognise and respect their continuing connections to climate, Culture, Country and waters and we also pay our respect and acknowledge all Aboriginal and Torres Strait Islander peoples and their Elders present here today, in acknowledging their journey.

1.4 OFFERING OF PRAYER, REFLECTION OR AFFIRMATION

As part of Council's commitment to recognising the cultural and spiritual diversity of our community, the prayer, reflection or affirmation this evening will be offered by Reverend Graeme Peters from Christian St James Anglican Church Dandenong, a member of the Greater Dandenong Interfaith Network.



1.5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Meeting of Council held 25 September 2023.

Recommendation

That the minutes of the Meeting of Council held 25 September 2023 be confirmed.

1.6 DISCLOSURES OF INTEREST

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

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

1. complete a disclosure of interest form prior to the meeting;
2. advise the chairperson of the interest immediately before the particular item is considered (if attending the meeting); and
3. 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.



1.7 ADOPTION OF THE AUDIT AND RISK COMMITTEE MEETING MINUTES

The Audit and Risk Committee held a meeting on 15 September 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">• Status of Internal Audit Actions• Internal Audit Status Update• Strategic Internal Audit Plan Update• Tree Management Internal Audit• Review of Maternal Child and Health• Review of the Management of Conflict of Interest
2.	<p>The Audit and Risk Committee discussed the following reports with the external auditor, RSD Audit:</p> <ul style="list-style-type: none">• Dandenong Market Pty Ltd (DMPL) - VAGO Closing Report and Final Management Representation Letter for the financial year 2022-23• South East Leisure Pty Ltd (SEL) - VAGO Closing Report, Draft Management Letter and Draft Management Representation Letter for the financial year 2022-23• Greater Dandenong City Council - VAGO Closing Report, Final Management Letter and Draft Management Representation Letter for the financial year 2022-23
3.	<p>The Audit and Risk Committee reviewed its Annual Work Plan and Council's rolling Internal Control Environment Plan.</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">• Risk Management Report - September 2023• Integrity Body Reports
3.	<p>The Audit and Risk Committee noted a number of Council reports submitted to the Committee which included the following:</p> <ul style="list-style-type: none">• Annual Freedom of Information Report 2022-2023• Annual Report on Reimbursement of Councillor Expenses• Review of CEO and Councillor Purchasing Card Transactions 1 July 2022 – 30 June 2023• Policy Compliance Register Update• Review of extension process for Kerbside Waste Collections contract• Audit & Risk Committee Activity Report

Recommendation

That the unconfirmed minutes of the Audit and Risk Committee meeting held on 15 September 2023 be adopted.



2 OFFICERS REPORTS - PART 1

2.1 DOCUMENTS FOR SEALING

Responsible Officer: Manager Governance

Attachments: Nil

Executive Summary

1. Under the *Local Government Act 2020*, 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.
2. This report recommends that the listed documents be signed and sealed.



Item Summary

3. There is one (1) item being presented to Council's meeting of 9 October 2023 for signing and sealing as follows:
 - a) A letter of recognition to Ognjen Mandic, Corporate Services for 10 years of service to the Greater Dandenong City Council.

Recommendation

That the listed documents be signed and sealed.



2.2 PETITIONS AND JOINT LETTERS

Responsible Officer: Manager Governance

Attachments: 1. Petitions and Joint Letters [2.2.1.1 - 4 pages]

Executive Summary

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



Petitions and Joint Letters Tabled

5. Council received no new petitions and no joint letters prior to the Council Meeting of 9 October 2023.

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

Recommendation

That this report and its attachment be received and noted.

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
25/07/23	<p>Please note the following is an excerpt from the petition sent to Council and does not contain the letter in its entirety due to its size.</p> <p>I am writing in relation to the Progress St Level Crossing Removal Project (Project), comprising:</p> <ul style="list-style-type: none"> • the closure of the Progress St level crossing; • construction of a road bridge to provide a connection between Progress St (south of the railway line) and Fowler Road; and • upgrades to Fowler Road and the intersection between Fowler Road and South Gippsland Highway. <p>Issues of concern</p> <p>As you know, there is significant public concern about the Project which, if it were to proceed, would have a detrimental impact for landowners and businesses in the precinct.</p> <p>Examples of the grave concerns raised by stakeholders include:</p> <ul style="list-style-type: none"> • that the Fowler Road intersection with the South Gippsland Highway will become more congested and dangerous; and • the closure of Progress Street and inferior alternative access arrangements will increase travel times to and from Princes Highway, materially diminishing the capacity (and value) of land to service warehousing and logistics businesses; • concerns about the capacity of Fowler Road to accommodate the volume and size of vehicles of the size that will be diverted from the closure of Progress Street; and • the safety implications of additional traffic on Fowler Road, including increased risk of head-on collisions, sideswiping, pedestrians being run over, and bicycles being sideswiped. 	155	Completed	<p>Responsible Officer: Director Business, Engineering & Major Projects.</p> <p>Acknowledgment letter sent 31/07/2023 to the head petitioner.</p> <p>Further correspondence occurred on 03/08/2023 between Director Business, Engineering & Major Projects and the head petitioner.</p> <p>A meeting was scheduled for 01/09/2023 with the Local MP, Parliamentary Secretary for Level Crossings, Mayor Eden Foster, the Ward Councillor and Acting CEO Jody Bosman. Letters requesting the specific outcomes from this meeting expected to be sent by 13/09/2023.</p> <p>Update on 03/10/2023: The meeting with the Local MP, Parliamentary Secretary representative, Mayor, the Ward Councillor and Acting CEO took place. While some questions relating to the LXP's selection of options were clarified, several key concerns remained unaddressed.</p> <p>Letters were subsequently sent from the Mayor requesting that work towards construction be placed on hold while the Project Team adequately and transparently address several matters, including:</p> <ul style="list-style-type: none"> • Refreshed, consistent and transparent engagement with all stakeholders explaining the key rationale for eliminating all grade separation options and concluding to pursue the current option. This should also be published on the Project's Victoria Big Build webpage. • How Fowler Road will be upgraded to address the concerns raised, including the key design requirements to be achieved, how this will be demonstrated to the community and what opportunities the community will have to provide feedback. These issues include: <ul style="list-style-type: none"> a) Levels of congestion as well as unnecessary vehicle delays presently witnessed and potentially to be exacerbated while heavy vehicles manoeuvre to access businesses along its length

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
	<p>We understand that these and other concerns are shared broadly by other property owners and operators in the precinct, as evident by a 765-strong petition opposing the Project which was tabled before Parliament on 22 June 2023. The petition called for the immediate suspension of the Project and for alternative design solutions for the removal of the rail crossing at Progress Street to be considered and implemented.</p> <p>What can Council and the elected Councillors do about it? It is imperative that Council take whatever steps are available to it to represent its constituents concerns and preserve the ambition behind the DNEIC – particularly given that Council is identified by Plan Melbourne as a 'key partner' for the future of the DNEIC.</p> <p>We recognize that the Project is declared under the <i>Major Transport Projects Facilitation Act 2009 (Vic) (MTPF Act)</i>, and that as a result, Council's ordinary regulatory decision making function has been displaced.</p> <p>Even so, Council remains a significant stakeholder and your constituents implore Council to use every opportunity available to it to advocate for their interests. Doing so would align with Council's role under the <i>Local Government Act 2020 (Act)</i> and the Greater Dandenong's Councillor Code of Conduct and Governance Rules (Rules), which require Councils to provide good governance for the benefit and wellbeing of its community.</p> <p>Council has a responsibility to represent all people that live, participate in, and invest within the municipality and should advocate for the interests of the local community to other communities and government.</p> <p>Opportunities for advocacy include direct engagement with the Level Crossing Removal Project team (being part of the Major Transport Infrastructure Authority), whom we understand has been liaising with Greater Dandenong's Council, and who will be providing an urgent briefing to Councillors imminently.</p>			<ul style="list-style-type: none"> b) How the significant additional traffic generated by businesses along Nathan Road will be managed given the many driveways along Fowler Road and current issues with manoeuvres causing delays mentioned above c) Safe passage along Fowler Road for the large number of Australia Post bikes and tricycles in addition to commuter cyclists and pedestrians d) Accommodation of safe turning movements for very large heavy vehicles through the Fowler/South Gippsland Hwy intersection e) Adequate signal phase clearing of demand from Fowler Road at peak. <p>To date, no response has been received, and a further update will be reported on once the requests are responded to.</p> <p>Also, a report outlining the status of the Progress Street project, stakeholders concerns and update on the above-mentioned meeting as well as the Mayor's letters, was tabled for noting at Council's meeting on 25 September 2023, noted and carried unanimously.</p> <p>Council also noted there had been no response to the requests.</p> <p><i>Council will continue to communicate with representatives and provide updates as they become available.</i></p>

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
	<p>It may also be appropriate for Council, in due course, to apply for review of the Minister for Planning's decision under clause 52.03 of the Greater Dandenong Planning Scheme, as is available to it under section 149(1)(a) of the <i>Planning and Environment Act 1987</i> (Vic).</p> <p>As a first step, we respectfully appeal to Councillor Foster and Councillor Memeti to move the attached notice of motion at Annexure 1.</p> <p>What can Council's CEO do about it? Council's Chief Executive Officer (CEO), has a responsibility to support the Mayor and Councillors in the performance of their roles and for delivering Council's strategies and services via efficient and effective day-to-day management of operations. One element of this is ensure that issues of significance are placed before Council for its decision or information; another is to carry out any power, duty or function that is delegated to the CEO by Council or via a Local Law.</p> <p>Consistent with these obligations, we ask that Ms Weatherill include the attached petition (Annexure 2) on the agenda for the next Council meeting and ensure that any Council resolution that flows from that motion is implemented without undue delay.</p> <p>More generally, we implore that you, Ms Weatherill, within the constraints of your role and powers, advocate for your constituents and their concerns regarding the Project wherever possible via the following avenues:</p> <ul style="list-style-type: none"> • Where you are involved with any meetings directly with the Project team, raise the concerns of your constituents and impress the amount of adversity to the Project. • When Project plans are received, ensure that they are properly reviewed, that their content is shared with stakeholders in the community, and that feedback is relayed firmly and promptly. 			

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
	<ul style="list-style-type: none"> • Ensure that representations from the community, including this letter, are brought to the Councillors attention to keep them fully informed of their constituents concerns and any developments with the Project. • Wherever possible, seek to promote public consultation and information sharing, to ensure that public awareness of Council's decisions and steps taken to implement such decisions is kept high, and that public concerns are kept front of mind for both Councillors and Council officers. • When receiving public questions prior to a Council meeting, facilitate their audience and even if those questions appear repetitive, advise the meeting of that fact to emphasise the community's ongoing and unresolved concerns. <p>Time is of the essence As I am sure you are all aware, there is now an acute sense of urgency in resolving the outstanding concerns of the community. This is because, despite being aware of the issues raised in this letter, the Project team continues to take steps to deliver the Project, including through awarding a contract and advising that works will commence in September 2023.</p> <p>This must stop to enable the legitimate issues raised by the community to be considered and resolved.</p> <p>Please help us to have a voice in this Project that will, as currently proposed, cause immense local pain for no local gain.</p> <p>Please let me know if you have any queries, or if I can provide any other assistance with this matter.</p>			



3 PUBLIC QUESTION TIME

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.
 - iii) The Chairperson shall call on members of the gallery who have submitted an accepted question to ask their question verbally if they wish.
- e) The Chairperson, Chief Executive Officer or delegate may then direct that question to be answered by a nominated Councillor or member of Council staff.



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- f) No debate on, or discussion of, a question or an answer will be permitted other than for the purposes of clarification.
 - g) 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).
 - h) 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.
 - i) The text of each question asked and the response will be recorded in the minutes of the Meeting.



4 OFFICERS REPORTS - PART 2

4.1 OTHER

4.1.1 Draft Minutes of Arts Advisory Board - 22 August 2023

Responsible Officer:	Director Community Strengthening
Attachments:	1. Draft Arts Advisory Board Minutes 22 August 2023 [4.1.1.1 - 4 pages]

Executive Summary

1. 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. This report recommends that the Draft Minutes of the Arts Advisory Board meeting held on 22 August 2023 as provided in Attachment 1 to this report be noted by Council.



Background

3. 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 Meeting to elect the Mayor and Deputy Mayor and is available via Council's website.
4. The resolution of Council made on 23 April 2018 provides for Minutes of meetings held by Advisory Committees or Reference Groups to be submitted to Council for information purposes and for noting. To ensure they are provided to Council in a timely manner, Minutes of these Advisory Committees or Reference Groups are submitted to Council typically in a draft form (in that they have not yet been adopted by the relevant Committee). If significant material changes occur when they are adopted by the Advisory Committee or Reference Group, then those particular Minutes would then be resubmitted to Council for noting.
5. As such, Draft Minutes are provided as Attachment 1 to this report.
6. There are no financial implications associated with the development and submission of this report.

Links to the Community Vision and Council Plan

7. This report is consistent with the following principles in the Community Vision 2040:
 - Education, training, entrepreneurship and employment opportunities.
 - Sustainable environment.
 - Embrace diversity and multiculturalism.
 - Mind, body and spirit.
 - Art and culture.
8. This report is consistent with the following strategic objectives from the Council Plan 2021-25:
 - A socially connected, safe and healthy city.
 - A city that respects and celebrates diversity, our history and the arts.
 - A city that supports entrepreneurship, quality education and employment outcomes.
 - A Council that demonstrates leadership and a commitment to investing in the community.



Legislative and Policy Obligations

9. This report has considered Council's legislative and policy obligations (where applicable) as outlined in the Report Considerations section detailed in the front of this Agenda. The applicable obligations considered and applied are:
- The Overarching Governance Principles of the *Local Government Act 2020*.
 - The *Gender Equality Act 2020*.
 - *Victorian Charter of Human Rights and Responsibilities 2006*.
 - Climate Change and Sustainability.

Recommendation

That Council notes the Draft Minutes of the meeting(s) for the Arts Advisory Board as provided in Attachment 1 to this report

Advisory Committee or Reference Group Name: *Arts Advisory Board Meeting*

Date of Meeting: *22 August 2023*

Time of Meeting: *6pm - 8pm*

Meeting Location: *Walker Street Gallery, Corner Walker and Robinson Street, Dandenong 3175*

Attendees:

Leng Te (Chair) (LT), Mish Eisen (ME), Roh Singh (RS), Emily Siddons (ES), Oz Malik (OM), Acting Manager Community Arts, Culture and Library Services (City of Greater Dandenong [CGD] via online), Coordinator Arts and Cultural Development (CGD)

Apologies:

Cr. Rhonda Garad (CGD), Acting Coordinator Drum Theatre (CGD)

Minutes:

Acting Business Support Officer, Community Arts, Culture and Library Services (CGD)

Item No.	Item	Action	Action By
1	<p>Acknowledgement of Country <i>"We acknowledge the Traditional Custodians of this land, the Bunurong People, and pay respects to their Elders past and present.</i></p> <p><i>We recognise and respect their continuing connections to climate, Culture, Country and waters and we also pay our respects and acknowledge all Aboriginal and Torres Strait Islander peoples and their Elders present here today, in acknowledging their journey."</i></p>		
2	<p>Conflicts of Interest No conflicts of interest in relation to agenda.</p>		
3	<p>Arts Story LT- New agenda item for Board Members to share an arts-based story showcasing a personal connection to the power of the arts.</p> <p>LT shared when younger they travelled to America and were feeling homesick. They described the impact of live music and a particular song (shared with Board) and how the experience helped them feel seen. Next meeting, RS to share arts story.</p>	<p>'Arts Story' to be an ongoing agenda item.</p> <p>Prepare Arts Story to share at next meeting</p>	<p>Council Officer</p> <p>RS</p>
4	<p>Apologies, Staffing updates Apologies noted and no staffing updates discussed.</p>		
5	<p>Review of Minutes Arts Advisory Board (AAB) Meeting 13 June 2023. Moved: RS Seconded: ES</p>	<p>Tour of DNA and Creative Industry Space to remain as pending action until appropriate time for visit.</p>	<p>Council Officers</p>
6	<p>Arts, Culture and Heritage Strategy Discussion: Priority 3: Elevate and expand the impact and representation of arts, culture and heritage</p>		

<p>CGD – Update was given on some ways CGD is progressing with this priority.</p> <p><u>Public Art Policy</u> Draft Public Art Policy has been well supported across council at all levels. As part of broader policy review across CGD, all policy updates have been paused. Whilst Policy is on hold, team working are working on Public Art Standard Operating Procedures.</p> <p><u>Public Space Activation</u> Muderra Way: traffic calming initiative with artwork embedded in asphalt and complementary work on railway pillars. Traffic calming installation scheduled for September. Pillars expected installation in December.</p> <p><u>Creative RISE</u> Creative RISE: series of programs to support our creative community to network, build skills, and to connect and grow their creative practice. Cultural Sketch: where arts community can come together to share experiences and network over informal sketching.</p> <p><u>Arts Tour Bus</u> Initiated in collaboration with Cardinia Cultural Centre and Burringa Cultural Centre. Project offers individuals the opportunity to visit arts venues in the south-eastern region, addressing limited transport options and public transport linkages. Also fostered new audiences through joint marketing campaign with partner venues.</p> <p>Arts team congratulated in connecting municipalities (need identified from Community Connections Working Group).</p> <p><u>At Home Gallery Kit</u> 'Take home' activity kits funded by VicHealth Jumpstart Grant. Originally planned for DNA but reimagined for use prior to DNA completion. Each kit contains activity cards, blank paper, crayons and paint. 2,000 kits created for distribution from council's cultural facilities & events.</p> <p><u>Partnerships</u> Arts and Cultural Development team has an ongoing partnership with Bunurong Land Council (BLCAC) and have been applauded by BLCAC for their involvement and approach across various projects. Excerpt of email from <i>Sangam</i> shared – highlighting impact that CGD support (through use of Walker St Gallery) has offered them and local artists to develop works for state, national and international avenues.</p> <p><u>Exhibitions</u></p> <ul style="list-style-type: none"> • <i>WILAM BIIK</i> (25 July – Friday 8 September) - Focuses on the Home Country of First Nations artists from South East Australia. • <i>SHE of Mind and Body</i> (7 February - 31 March) - Depicted the multilayered and complicated aspects of being a Woman today. Included international writing submissions for writing component. 		
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	<ul style="list-style-type: none"> 9 by 5 (18 April – Friday 7 July) - Celebrated diversity within the arts community, proving that small things can have a big impact. Included entrants from across Australia. 		
7	<p>AAB Terms of Reference Update CGD – Explained that the existing AAB Terms of Reference need to be updated within the 2023/2024 Financial year.</p> <p>Board members asked to comment on the following considerations:</p> <ul style="list-style-type: none"> <i>Changing the name of Arts Advisory Board to Arts Advisory Committee.</i> <p>Board members believe that title 'Board' is an attractive perception which they are proud to be a part of. The title 'Committee' is perceived as being work-based and not as prestigious.</p> <ul style="list-style-type: none"> <i>Changes to the existing fee structure (to acknowledge workload of working group chairs)</i> <p>Board members appreciate that they are remunerated for their expertise as part of the Advisory Board. There was consensus for fee parity for all 'Chairperson' (of AAB and working groups) due to the amount of work involved.</p> <ul style="list-style-type: none"> <i>Consideration of staggering appointment process</i> <p>Board members agreed that 'continuity' is ideal and staggering member appointments reduces risk of having to restart with a whole new board every 3 years. Noting that consideration as to logistics is to be further investigated – particularly with timing and working group representatives.</p>	Officers to consider feedback when updating Terms of Reference	Council Officers
8	<p>Working Group Chair Reports</p> <p><u>Drum Theatre Working Group</u> Final report: Before Coordinator of Drum Theatre went on leave, they emailed members explaining that the group would be superseded by Creative Infrastructure Working Group. This report will no longer be on AAB agenda.</p> <p><u>Public Art Working Group</u> ME- Provided an update of key Public Art initiatives (based on minutes circulated):</p> <ul style="list-style-type: none"> Muderra Way Dandenong Creek Art Trail Hanging by a Thread (at Drum Theatre). <p>Noted work and initiative of CGD's Public Art Projects Lead</p> <p><u>Community Connection Working Group</u> OM - Needing to recruit a new member due to resignation. Noted next meeting occurring in 2 weeks.</p> <p>Recognition of CGD's Arts and Cultural Development Officer in supporting direction of working group.</p>		

	<p>Provided update from last meeting (based on minutes circulated):</p> <ul style="list-style-type: none"> • Noble Park Revitalisation Projects • International delegates visiting Drum Theatre [and Walker St Gallery] <p>Suggestion of connecting with SECAN and The Factory in Casey.</p> <p><u>Creative Infrastructure Working Group</u></p> <p>CGD and ES met to discuss:</p> <ul style="list-style-type: none"> • Newly created group and process to recruit members • Terms of Reference (require refining) • Skills identified as needed: Marketing/promotions/development; Capital Infrastructure (creative); Programming - arts, festival/events. <p>First meeting will discuss key priorities and actions for the next 12 months.</p>	<p>Advertise for members to join the Community Connection Working Group and Creative Infrastructure Working Group.</p>	<p>Council Officers, OM and ES</p>
9	<p>DNA and PEP/Creative Industry Space projects update</p> <p><u>DNA</u> Council has ownership of site, and clean-up occurring. Project Plan offers expected completion late 2024.</p> <p><u>Creative Industry Space</u> 'Williams Ross Architects' architects appointed and 'Big-Space' as co-design facilitator. Both organisations highly experienced and skilled. Co-design process in preparation, stakeholder list being finalised.</p>		
10	<p>Service Updates & Discussion</p> <p><u>Upcoming events</u></p> <ul style="list-style-type: none"> • 26 August - <i>WILAM BIIK</i> Curator talk • 7 October – Creative RISE Workshop: <i>Creative Project Planning & the Funding Landscape</i> (partnering with Burrinja Cultural Centre) <p>Noted that AAB are on our email list and will receive emails as part of our regular email campaign.</p>		
11	<p>Sector Updates</p> <p>No items to discuss.</p>		
12	<p>Other Business</p> <p>No items to discuss.</p>		
13	<p>Next Meeting: 28 November 2023 Venue: Heritage Hill</p>		
Meeting closed 8pm			



4.1.2 List of Registered Correspondence to Mayor and Councillors

Responsible Officer: Manager Governance

Attachments: 1. Correspondence Received 18-29 September 2023
[4.1.2.1 - 2 pages]

Executive Summary

1. Subsequent to past Council resolutions in relation to the listing of registered incoming correspondence addressed to the Mayor and Councillors, Attachment 1 to this report provides a list of this correspondence for the period 18-29 September 2023.

Recommendation

That the listed items for the period 18-29 September 2023 provided in Attachment 1 to this report be received and noted.

Objective

CONNECTED. COLLABORATIVE. COMMUNITY.

Correspondences addressed to the Mayor and Councillors received between 18/09/23 & 29/09/23 - for officer action - total = 0

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Currently Assigned
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NB: Users assigned may have changed by the time of the Council Meeting. Correct at time of report production only.

Objective

CONNECTED. COLLABORATIVE. COMMUNITY.

Correspondences addressed to the Mayor and Councillors received between 18/09/23 & 29/09/23 - for information only - total = 2

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Currently Assigned
An invitation for Cr Richard Lim to attend a fundraising event for the Springvale Activity Learning Centre in Osborne Avenue, Springvale.	16-Sep-23	18-Sep-23	A10182113	Mayor & Councillors
An email to the Mayor from the Mayor of the City of Boroondara regarding the Inner South Metropolitan Mayors' Forum's concerns with potential planning reform changes flagged by the State Government.	21-Sep-23	21-Sep-23	A10195335	Mayor & Councillors

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 them 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 principal 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

7.1 URGENT BUSINESS - LEAVE OF ABSENCE

Responsible Officer: Manager Governance

Preamble

1. The Mayor, Councillor (Cr) Eden Foster has been selected as the Labor Party's preferred candidate to contest the by-election for the Victorian Government's electoral seat of Mulgrave.
2. Cr Foster requests a leave of absence commencing 10 October 2023 until the by-election day (which is yet to be confirmed).
3. During this leave of absence, Cr Foster will not collect any Councillor allowance and will be returning any Council equipment to ensure she runs her state election campaign independent of Council.
4. This report is submitted in conjunction with Council's Governance Rules which state that any Councillor may request a leave of absence in writing submitted to the Chief Executive Officer and state the dates they require the leave and the reason for which it is sought.
5. Further, under section 35(4) of the *Local Government Act 2020*, Council must grant any reasonable request for leave.

Motion 1

That an item of Urgent Business be heard in relation to a Leave of Absence for Mayor Eden Foster to allow her to run a state election campaign for the Victorian seat of Mulgrave.

Motion 2

That Council:

1. **grants a Leave of Absence to Mayor Eden Foster for the period 10 October 2023 to the date of the by-election day (yet to be confirmed);**
2. **notes Cr Eden Foster will not be receiving a Councillor allowance not be utilising any Council resources during the leave of absence; and**
3. **notes Mayor Eden Foster's apology for all Council Meetings, Councillor Briefing Sessions, Pre-Council Meetings and Council events scheduled to occur throughout the leave of absence.**



8 CLOSE OF BUSINESS