



# Agenda

## Council Meeting

Monday 8 April 2024, 7:00 pm  
Dandenong Civic Centre, 225 Lonsdale Street,  
Dandenong, Victoria 3175



## Council Meeting Details

At the time of printing this Agenda, the Council Meeting to be held on Monday 8 April 2024, 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 Lana Formoso](#)

[Cr Bob Milkovic](#)

[Deputy Mayor Richard Lim OAM](#)

[Cr Sean O'Reilly](#)

[Cr Phillip Danh](#)

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

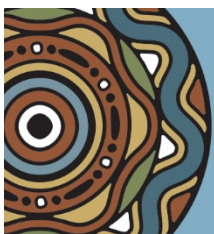
[Cr Tim Dark](#)

[Cr Loi Truong](#)

[Cr Rhonda Garad](#)

[Cr Angela Long](#)

[Cr Jim Memeti](#)



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](mailto:council@cgd.vic.gov.au)

 [greaterdandenong.vic.gov.au](http://greaterdandenong.vic.gov.au)



TTY: 133 677

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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.



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## 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.



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## 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**





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### **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 Pastor David Owen from Combined Churches Greater Dandenong.



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## 1.5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Meeting of Council held 25 March 2024.

### Recommendation

**That the Minutes of the Meeting of Council held 25 March 2024 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](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:

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 7 March 2024 and Minutes of this meeting, as summarised in the following table, are presented to Council for adoption.

Item	Topic
1.	The Audit and Risk Committee reviewed actions arising from previous meetings.
2.	The Audit and Risk Committee reviewed its Annual Work Plan 2023-24 and Rolling Internal Control Environment (ICE) Four Year Plan 2023-2026.
3.	The Audit and Risk Committee reviewed, discussed and noted the following reports with Council officers: <ul style="list-style-type: none"><li>• Chief Executive Officer's Report</li><li>• Risk Management Update</li><li>• Occupational Health and Safety Report</li><li>• Council's IT Security</li><li>• Council's Annual Leave Liability</li><li>• Procurement Exemptions</li><li>• Policy Register</li><li>• Financial and Performance Quarter 2 Report</li><li>• Dandenong Market Pty Ltd Biannual Performance Report</li><li>• Victorian Auditor General's Audit Strategy for Year Ending 30 June 2024; and</li></ul>
4.	The Audit and Risk Committee reviewed, discussed and noted the following reports with Council officers and the internal auditor (HLB Mann Judd): <ul style="list-style-type: none"><li>• Internal Audit Program Status</li><li>• Review of Council's Asset Management Framework</li><li>• Review of Council's Compliance with Child Safe Standards</li><li>• Council's Status of Internal Audit Actions</li><li>• Integrity Body Report.</li></ul>

### Officer Recommendation

**That the unconfirmed minutes of the Audit and Risk Committee meeting held on 7 March 2024 be adopted.**



## 2 OFFICERS REPORTS - PART 1

### 2.1 DOCUMENTS FOR SEALING

#### 2.1.1 Documents for Sealing

**Responsible Officer:** Manager Governance, Legal & Risk

**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 are two (2) items being presented to Council's meeting of 8 April 2024 for signing and sealing as follows:
  - a) A letter of recognition to Jessica Troyahn, Community Strengthening for 20 years of service to the Greater Dandenong City Council; and
  - b) A letter of recognition to Tony Barca, City Futures for 10 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

**Responsible Officer:** Manager Governance, Legal & Risk

**Attachments:** Nil

#### Executive Summary

1. 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.
2. This report recommends that the listed items be received.



### List of Reports

Author	Title
Lighthouse Foundation	Annual Report 2022/2023

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3. 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.**



## 2.3 PETITIONS AND JOINT LETTERS

### 2.3.1 Petitions and Joint Letters

**Responsible Officer:** Manager Governance, Legal & Risk  
**Attachments:** 1. Petitions and Joint Letters [2.3.1.1 - 3 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**

Council received no new petitions and one (1) joint letter prior to the Council Meeting of 8 April 2024.

- A joint letter has been received signed by 12 residents and businessmen requesting strict enforcement of hygiene standards and ensuring safety around a property in Springvale. This joint letter has been referred to the appropriate Council Business unit for further action.

*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
22/01/2024	<p>I wish to raise a formal petition to upgrade and replace the current trees in Keysborough South under the Governance Rules item 4.5.10. Some are dead, dying (with disease) and this type of tree that has been planted require extensive maintenance. We all collectively strongly dislike these trees due to the large amount of tree litter they release with excessive leaves, nuts, bark they drop every year and they are causing damage to our homes.</p> <p>Some of us that are a Single Storey dwelling regularly need to climb up onto the roof to clear the gutters and valley channels which is a dangerous and hazardous. This activity needs to be minimised and reduced for the safety of ourselves. One resident needs to wear a harness on their double storey to clean his gutters/channel valleys. This is very dangerous.</p> <p>Furthermore, excessive build up of these leaves/litter has contributed to flooding claims to property in which I have personally been involved with (twice in 5 years).</p> <p>Since speaking to the street residence about the Petition, I've found out that other Residents have had damage and issues with their homes;</p> <ul style="list-style-type: none"> <li>• properties have also had flood / ceiling damage into their homes due to excessive leaf/litter build up.</li> <li>• A branch fell onto the home causing damage and subsequent insurance claim.</li> <li>• Large branches also fell which blocked the road which was could of potentially damaged vehicles and/or injured a person – happened twice in the last 3 years.</li> <li>• There has been footpath repairs due to the existing roots from the trees on the western side of the street.</li> <li>• Trees heights affect solar panel effectiveness and one house cannot have Solar system installed due to the trees along Keylana Ave blocking their northern sun –they are asking to have their trees removed as well on that side. Please apply same plan to remove.</li> </ul>	36	In Progress	<p>Responsible Officer: Chief Engineer &amp; Major Projects.</p> <p>Acknowledgment letter sent <b>23/01/2024</b> to the head petitioner.</p>

ATT 2.3.1.1 Petitions and Joint Letters

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
	<p>I am petitioning on behalf of the residents in our street and request the current trees to be replaced with smaller trees that require less maintenance (similar to others). I have been informed that over the last 10 years that over 100 streets in this Municipality have had their trees upgraded and seeking this also performed to our street. We are collectively keen to have the trees replaced.</p> <p>Our Local Councillor Rhonda Garad and Lead Arborist Gareth Pickard have both been to our property and are aware of my situation which has now led to this Petition.</p> <p>Please see following pages with the names the residents/home owners with trees that agree with the replacement of the existing trees along the nature strip.</p>			
13/03/2024	<p>As lead petitioner for the Greater Dandenong Environment Group petition with the above title, I ask on the group's behalf that the petition be listed on the next council agenda please <a href="https://www.change.org/p/time-for-greater-dandenong-council-to-walk-the-talk-to-fund-action-on-climate-change">https://www.change.org/p/time-for-greater-dandenong-council-to-walk-the-talk-to-fund-action-on-climate-change</a></p> <p>Time for Greater Dandenong Council to walk the talk - to fund action on climate change and other environmental issues to the average level of other Melbourne Councils. Since declaring a climate and ecological emergency in early 2020, Greater Dandenong Council staffing and project budgets relating to climate change and other environmental issues lag well behind other Melbourne Councils.</p> <p>Council's own public report of 27th February, 2023 stated that staffing levels in the climate change and environment space are less than half the average Melbourne Council. Council is only delivering a fraction, 6 out of 44, of the actions it has committed to in current plans let alone the ones like the Climate Emergency and Mobilisation Action Plan to come.</p> <p>As reported recently in the media is both the most disadvantaged local government area in Melbourne but also one of the hottest.</p>	<p><b>116</b></p> <p><b>208 as at 27/03/24</b></p> <p><b>248 as at 03/04/24</b></p>	<b>In Progress</b>	<p>Responsible Officer: Executive Director City Futures.</p> <p>Acknowledgment letter sent 18/03/2024 to the head petitioner.</p>

ATT 2.3.1.1 Petitions and Joint Letters

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
	<p>Each year extreme weather events - heat, storms or flooding - are increasing. Funding both Council action and funding supporting and educating our residents to deal with climate change is not a luxury - it is a critical social justice and health issue.</p> <p>When is Greater Dandenong going to start funding environmental action like they really believe we are in an emergency?</p>			
27/03/2024	<p>We, the undersigned residents and businessmen of Greater Dandenong Victoria, demand immediate action on matters relating to hygiene and safety in Springvale Vic 3171. As residents and businessmen of Springvale VIC, Australia, we are living in a state of constant distress due to the hazardous conditions surrounding the property.</p> <p>Our peaceful neighbourhood is being polluted by trash and littered with drug needles. The noise pollution after 10 PM caused by people camping at the back of this house has made it impossible for residents to live peacefully. These issues have not only disrupted our lives but also pose a significant threat to our safety and well-being. According to a report from Clean Up Australia, improperly disposed syringes can potentially transmit infectious diseases like HIV and Hepatitis B &amp; C (Clean Up Australia). Moreover, excessive noise pollution has been linked with various health problems including stress-related illnesses, high blood pressure, sleep disturbance, and even heart disease (World Health Organization).</p> <p>We urge local authorities to take immediate action on these pressing issues. We demand strict enforcement of hygiene standards around this property along with measures that ensure our safety from potential harm caused by discarded drug paraphernalia or unruly behaviour during late hours. Help us reclaim our peace and security in our own homes.</p>	12	In Progress	<p>Responsible Officer: Executive Director Community Strengthening.</p> <p>Acknowledgment letter sent 27/03/2024 to the head petitioner.</p>



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### 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 CONTRACTS

#### 4.1.1 Contract 2324-12 Reconstruction of Ordish Rd, Dandenong South (Stage2)

<b>Responsible Officer:</b>	Executive Director City Futures
<b>Attachments:</b>	1. CONFIDENTIAL REDACTED - 2324 12 Confidential Attachment [4.1.1.1 - 2 pages]

#### Executive Summary

1. This report outlines the tender process undertaken to select a suitably qualified and experienced contractor for the provision of **Reconstruction of Ordish Rd, Dandenong South (Stage 2)** for the City of Greater Dandenong (CGD). This is a Schedule of Rates based contract.
2. This report recommends that Council awards **Contract 2324-12 to Fulton Hogan Industries Pty Ltd & ABN 54 000 538 689** for a fixed lump sum price of Two Million, Two Hundred and Eighty-Eight Thousand, One Hundred & Eighty Dollars and Fifty-One Cents (\$2,288,180.51), including GST of \$208,016.41 for Option 3C - Deep Strength Asphalt Pavement with Subgrade Stabilisation Improvement.
3. This is a Lump Sum Contract and not subject to rise and fall.
4. Please note that confidential information is contained in the attachments, as circulated in the confidential section of the agenda attachments, in accordance with Section 66(2) (a) of the Local Government Act 2022, as the information relates to contractual matters and premature disclosure may be prejudicial to the interests of Council or other persons. This item has been included in the public agenda to facilitate transparency and accountability in Council's decision making. If discussion of the confidential information in the attachments to this report is required in order for the Council to make a decision, this item will be deferred to the confidential section of the agenda.



## Background

5. This Contract is for the full reconstruction of Ordish Road, Dandenong South between Bessemer Drive and South Park Drive. Ordish Road is a typical urban arterial road located in a commercial and industrial area of Dandenong South. The road is sealed with kerbs, grassed nature strips and trees on both sides of the road.
6. Council carried out a geotechnical investigation of Ordish Road to analyse the condition of the existing pavement and found that the existing pavement surface and subgrade found to be in a poor condition with crocodile cracking and patching which necessitate full-depth reconstruction for the section of Ordish Road.
7. Amongst several proposed options for pavement designs, two (2) options were deemed equally suitable for the location and tenderers were requested to provide pricing for those two (2) options as below.
  - **Option – 2C – Foam Bitumen Stabilisation with Subgrade Stabilisation Improvement.**
  - **Option – 3C – Deep Strength Asphalt Pavement with Subgrade Stabilisation Improvement.**

## Tender Process

8. This tender was advertised in The Age Newspaper and on Council's website on Saturday 14 October 2023 and at the close of tenders at 2.00PM Thursday 9 November 2023 two (2) tender submissions were received as follows:
  - **Fulton Hogan Industries Pty Ltd – ABN 54 000 538 689**
  - **Metro Asphalt Pty Ltd as Trustee for the CENTOFANTI UNIT TRUST – ABN 27 593 149 786**
9. Tenderers were requested to provide a lump sum price breakdown on the separate Schedule of Items form for each option that was provided with the tender documents.
10. Tenderers were also required to be registered with Rapid Global (Council's Workforce Management Software – Health and Safety Compliance) prior to the tender closing date.

## Tender Evaluation

11. The evaluation panel consisted of Coordinator Civil Projects, Project Engineer (Civil), Strategic Infrastructure Planning Engineer and Contracts / Procurement officer from Council.
12. The Tenders were evaluated using Council's Weighted Attributed Value Selection Method. The advertised evaluation criteria and the allocated weightings for evaluation are as follows:

	<b>Evaluation Criteria</b>	<b>Weighting</b>
1	Price	40%
2	Relevant Experience (including past performance & similar work)	25%
3	Capability (including methodology, works program & resources)	20%
4	Social Procurement	5%
5	Local Industry	5%
6	Environmental	5%
7	OH&S Systems (Pass / Fail)	Pass / Fail
8	Environmental System (Pass / Fail)	Pass / Fail





13. The Evaluation Criteria 1- 6 are given a point score between 0 (Not Acceptable) and 5 (Excellent) as detailed in the following table.
14. Evaluation Criteria 7 and 8 are given a Pass or Fail via Rapid Global (Council's Workforce Management Software – Health and Safety Compliance).
15. Tenders were ranked by panel members against each criteria. Points were awarded on a scale 0 to 5 based on the score parameters listed below.

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

16. Each submission was assessed against all evaluation criteria, to ensure that the tenderers met the standards required for Council contractors. A fail in any criterion would automatically exclude tenderers from further consideration for this contract.
17. All submissions were assessed against all the evaluation criteria to ensure that the tenderers met the standards required for Council contractors. The weighted attribute points scores resulting from the assessment are shown in the following table:

Price Points	Price Points	Non-Price Points	Total Score	OH&S	EMS	Rapid Global
Fulton Hogan Industries	1.24	2.40	3.64	PASS	PASS	Registered & Compliant in Rapid Global
Metro Asphalt	0.76	1.63	2.39	PASS	PASS	Registered & Compliant in Rapid Global

18. 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 value for money outcome to Council for the works.
19. 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.***

### Financial Implications

20. This is a Lump Sum Contract.
21. The contract price of \$2,288,180.51 including GST (\$2,080,164.10) excluding GST) is within the approved budget allocation of \$3,000,000.00 for the Road Reconstruction Program in the Financial Year 2023/24 and there is sufficient fund is available within the program 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.***

**Social Procurement*****Fulton Hogan Industries***

22. Fulton Hogan Industries are a local City of Greater Dandenong business and they have an office in Noble Park North and an asphalt plant located in Dandenong South where they employ ten (10) apprentices and four (4) trainees.
23. 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.
24. Fulton Hogan is an active member of Social Traders and have founding partnerships with Cowboy House, Supply Nation, Kinaway and the Clontarf Foundation.
25. They state that key initiatives related to gaining this contract will allow them the best possible chance of the recruitment of disadvantaged people through their founding partnerships with social enterprises like Brotherhood of St Lawrence and Social Traders.
26. They have submitted a table that shows Fulton Hogan's annual spend with Indigenous businesses over the last five (5) financial years, and they have a Sustainability Policy.

**Local Industry**

27. Fulton Hogan Industries have provided the following estimates for local expenditure. Fulton Hogan Industries has an office located in Noble Park North and an Asphalt plant located in Dandenong South. They have twelve (12) staff members who reside within the Greater Dandenong boundary.

	LOCAL CONTENT				
Contractor	Labour	Materials	Plant	Supervision	Other
<b>Fulton Hogan Industries</b>	(8%) \$118K	(12%) \$135K	(19%) \$179K	(3%) \$37K	Fulton Hogan Industries are a local Greater Dandenong company. Their office and Materials Recyclables Facility (MRF) are located in Dandenong South.

28. Fulton Hogan has estimated that the organisation will purchase the following major items at businesses within Greater Dandenong;
- Supply & Lay of Foam Bitumen - Fulton Hogan Industries, Dandenong South - \$594,825; and
  - Supply Asphalt - Fulton Hogan Asphalt Plant, Dandenong South - \$538,511.00.



## Community and Stakeholder Consultation

29. During the tender evaluation process and in preparation of this report, relevant Council Officers from Council's Operations Centre and Council's Occupational Health & Safety and Environmental Planning were consulted.
30. This matter is not subject to Council's Community Engagement Policy under the *Local Government Act 2020* and Council's Community Engagement Planning Framework.

## Legislative and Policy Obligations

31. 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.

## Conclusion

32. 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:
  - their conforming and lowest priced tender submission;
  - 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;
  - their level of experience, staff resources and sub-contractor selection;
  - they are registered and compliant with Rapid Global (Council's Contractor Risk Management Compliance database);
  - receiving a Pass for their Occupational Health and Safety (OH&S) and Environmental Management Systems;
  - receiving a strong result for the Standard Financial & Performance Assessment (Procurement) Company Check undertaken by Corporate Scorecard;
  - Fulton Hogan Industries are a triple certified company with Jas-Anz Certification (Joint Accreditation System of Australia and New Zealand, commonly known as JASANZ);
  - Fulton Hogan Industries Pty Ltd is a Vic Roads pre-qualified contractor for Road Construction, Pavement Rehabilitation & Maintenance and General Works; and many other relevant work categories; and
  - Fulton Hogan recently concluded the reconstruction of Ordish Rd (Stage 1), encompassing the successful execution of deep lift asphalt pavement works. Their on-site workmanship and implementation of Occupational Health and Safety (OHS) measures were commendable. In summary, their performance was deemed acceptable, delivering a satisfactory and value-for-money outcome.



## **Recommendation**

**That Council resolves to:**

- 1. AWARDS Contract No. 2324-12 for the Reconstruction of Ordish Rd, Dandenong South (Stage 2) to Fulton Hogan Industries Pty Ltd (ABN 54 000 538 689) for a fixed lump sum price of Two Million, Two Hundred and Eighty-Eight Thousand, One Hundred & Eighty Dollars and Fifty-One Cents. (\$2,288,180.51), including GST of \$208,016.41 for Option 3C Deep Strength Asphalt Pavement with Subgrade Stabilisation Improvement; and**
- 2. AUTHORISES the Chief Executive Officer to execute the contract agreements and any associated documentation with the successful contractor.**



## 4.2 OTHER

### 4.2.1 Draft Minutes of Positive Ageing Advisory Committee Meeting - 8 February 2024

**Responsible Officer:** Executive Director Community Strengthening

**Attachments:** 1. Draft Minutes of Positive Ageing Advisory Committee Meeting 8 February 2024 [4.2.1.1 - 2 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 Positive Ageing Advisory Committee meeting held on 8 February 2024 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.
  - Embrace diversity and multiculturalism.
  - Mind, body and spirit.
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 of accessible, vibrant centres and neighbourhoods.
  - A city that supports entrepreneurship, quality education and employment outcomes.

## 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*.
  - *Victorian Charter of Human Rights and Responsibilities 2006*.
  - Related Council Policies, Strategies or Frameworks.

## Recommendation

**That Council notes the Draft Minutes of the meeting for the Positive Ageing Advisory Committee as provided in Attachment 1 to this report.**

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

**Date of Meeting:** 8 February 2024

**Time of Meeting:** 4pm–5.30pm

**Meeting Location:** Springvale Community Hub  
5 Hillcrest Grove, Springvale  
Community Room 1

Also via Microsoft Teams

**Attendees:** Lauris Attard, Carol Drummond, Maria Erdeg, Christine Green, Jeanette Keane, Julie Klok (Chair), Erica Moulang, Manager Community Care (City of Greater Dandenong [CGD]), Coordinator Community Access (CGD), Positive Ageing Team Leader (CGD)

**Apologies:**

**Minutes:** Positive Ageing Support Officer (CGD)

Item No.	Item	Action	Action By
1.	<p><b>Welcome &amp; Apologies</b> <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> <p>The chair welcomed all present and apologies noted.</p>		
2.	<p><b>Previous Minutes and Business Arising</b> December 2023 minutes were accepted – moved Carol Drummond and seconded Lauris Attard.</p>		
3.	<p><b>Health and Wellbeing for Older People</b> The Committee participated in a discussion about the importance of exercise in older adults and some of the barriers that might prevent this. The Committee shared ideas for activities and for connections with groups across CGD.</p> <p>The Coordinator Community Access promoted websites and programs that support health and wellbeing for older people and gave a demonstration of simple movements and exercises that Seniors could do to stay active, illustrating that these exercises would not be strenuous or hard for most older adults to be able to practice.</p> <p>Current CGD Positive Ageing programs including hydrotherapy and physio-led exercise programs are well attended. Community Care conducts the</p>	<p>Provide suggestions and promote programs and information.</p> <p>Provide updates on new initiatives.</p>	<p>Committee members</p> <p>Coordinator Community Access</p>

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

	<p>“Make Your Move” program where they assess and assist clients with exercises in their homes. The Positive Ageing team also support various community led health and wellbeing activities including mall walking and seniors groups including the extensive U3A exercise programs.</p> <p>Suggestions for promoting exercise options for older people include utilising the Living Well Newsletter, sharing information through seniors groups and developing a come and try model for various group activities.</p>		
4.	<p><b>Elder Abuse</b> The Committee discussed the prevalence and forms of elder abuse and suggestions for how to share information and resources within our diverse community.</p> <p>The Committee also discussed the level of community understanding related to power of attorney and other opportunities for people to prepare for the future. Following the discussion, the Positive Ageing Team are planning a series of information sessions including Advanced Care Planning, Dying to Know and Power of Attorney.</p> <p>A Committee member shared a kit available through Justice Connect called “Get ePrepared” focused on storing important personal documents electronically for easy access during an emergency or crisis.</p>	<p>Provide updates on programs and strategies related to elder abuse.</p> <p>Provide updates on information sessions.</p> <p>Provide Committee with a link for Get ePrepared</p>	<p>Coordinator Community Access</p> <p>Positive Ageing Team Leader</p> <p>Positive Ageing Support Officer</p>
5.	<p><b>Update on Aged Care Reforms</b> The Manager Community Care confirmed the date of the Council meeting (Monday 26 February) where a report will be tabled to consider Council’s future role in Aged and Disability Services following the extensive review that occurred in 2023.</p>	<p>Provide Committee with result of Council decision.</p>	<p>Manager Community Care</p>
6.	<p><b>Positive Ageing Advisory Committee Membership</b> There are five vacancies on the Positive Ageing Advisory Committee. Committee members were requested to share the opportunity with their networks. Information will also be published in the Positive Ageing Living Well newsletter.</p>	<p>Promote Membership opportunity.</p>	<p>Committee Members</p>
7.	<p><b>Other Business</b> <b>Use of Community Bus for Seniors Event</b> A Committee member enquired about the use of the Council bus for an event.</p> <p><b>Customer Service Centre accessibility</b> Access issued raised by committee member and awaiting response.</p>	<p>Consider possible partnership.</p> <p>Update Committee with response.</p>	<p>Positive Aging Team Leader</p> <p>Manager Community Care</p>
Meeting Closed 5.38pm			

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





## 4.2.2 Draft Minutes for Multicultural and People Seeking Asylum Advisory Committee Meeting - 13 Feb 2024

<b>Responsible Officer:</b>	Executive Director Community Strengthening
<b>Attachments:</b>	1. Draft Minutes for Multicultural and People Seeking Asylum Advisory Committee Meeting 13 Feb [4.2.2.1 - 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 Multicultural and People Seeking Asylum Advisory Committee meeting held on 13 February 2024 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:
  - Safe and peaceful community.
  - Education, training, entrepreneurship and employment opportunities.
  - Embrace diversity and multiculturalism.
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 of accessible, vibrant centres and neighbourhoods.
  - 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*.
  - *Victorian Charter of Human Rights and Responsibilities 2006*.

## Recommendation

**That Council notes the Draft Minutes of the meeting for the Multicultural and People Seeking Asylum Advisory Committee as provided in Attachment 1 to this report.**

**Advisory Committee or Reference Group Name:** Multicultural and People Seeking Asylum Advisory Committee (MAPSAAC)

**Date of Meeting:** 13 February 2024

**Time of Meeting:** 9.30am-11.25am

**Meeting Location:** Refugee Resource Hub, 205 Thomas Street Dandenong, VIC 3175

**Chairperson:** Kylie Reid (Chisholm Institute – Foundation College)

**Attendees:**

Mayor Cr Lana Formoso (Greater Dandenong City Council [CGD]), Ifrin Fitlock (Sisterworks), Chaw Po (Community Member), Qutbiallyam Timor (Refugee Resource Hub - Asylum Seeker Resource Centre), Aran Mylvaganam (South East Monash Legal Service), Lauren Riddle (Life Without Barriers), Liz Mulqueeny (Life Without Barriers), Coordinator Community Advocacy (CGD), Diversity and Literacy Librarian (CGD), Community Advocacy Officer (CGD), Community Development Support Officer (CGD), Peter McNamara (South East Community Links [SECL]), Adwin Town (Voice of Outer South East), Jacquie McBride (Monash Health), Salima (Victorian Afghan Association Network [VAAN]).

**Apologies:**

Roz Blades AM (Community Member), Sri Samy (Friends of Refugees), Lauren Blanch (Australian Red Cross), Ali Al Lawati (Community Member), Hamed Saberi (VAAN)

**Minutes:**

Community Development Support Officer (CGD)

Item No.	Item	Action
1.	<p><b>Welcome and Acknowledgement of Country</b>                      Chair welcomed new members and acknowledged Country.</p> <p><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><b>Roundtable Introductions</b>                      All attendees provided a brief self-introduction.</p>	
3.	<p><b>MAPSAAC Housekeeping</b></p> <ul style="list-style-type: none"> <li>• Communications via WhatsApp discussed: WhatsApp allows Committee members to join and post relevant information, including initiatives, questions, suggestions or anything to share with the community network.</li> <li>• The Chair emphasized that if anyone requires assistance with managing WhatsApp, they can contact Community Development Support Officer (CGD).</li> </ul>	
4.	<p><b>Chisholm Collaborations relevant to MAPSAAC Thematic Plan: Employment Education Pillars – Kylie Reid (Chisholm)</b></p> <ul style="list-style-type: none"> <li>• Chair discussed the initiatives and connections facilitated by Chisholm Institute within the community, relating to the Skills and Job Centre, highlighting workshops for various organizations, addressing visa</li> </ul>	<p>Further details about the Chisholm initiatives to be shared with</p>



<p>7.</p>	<p><b>Back Your Neighbour – Mayoral Taskforce Supporting People Seeking Asylum</b></p> <ul style="list-style-type: none"> <li>• Community Advocacy Officer (CGD) discussed the Back Your Neighbour campaign, outlining six priority asks directed towards the Federal Government. The primary focus is on ensuring valid work, study and travel rights for all people seeking asylum within the community.</li> <li>• MAPSAAC Members were encouraged to sign the petition using the provided QR code, which was included in the flyer distributed during the meeting [Sign: <a href="https://backyourneighbour.com.au/petition/">https://backyourneighbour.com.au/petition/</a>].</li> <li>• The Campaign is looking to develop video stories of people's refugee journeys to permanent residency and/or citizenship and what it means to have found safety and freedom in Australia. The aim is to develop locally relevant narratives, which can highlight the parallel experiences and aspirations of people seeking asylum in Australia. Stories would be developed for social media in a video format and participants would be reimbursed accordingly. Interested participants are welcomed to contact Community Advocacy Officer (CGD).</li> <li>• Refugee Council of Australia and Mayoral Taskforce plan to collaborate with Tanck consultancy to enhance Federal-level advocacy for people seeking asylum. It will support a refugee sector-wide steering committee to coordinate efforts and upskill refugee advocacy organisations for engagement with Government stakeholders ahead of the 2025 Federal Election.</li> </ul>	
<p>8.</p>	<p><b>Refugee Week 2024</b>          Refugee Week 2024 is to be held from 17 to 23 June. The theme is 'Finding Freedom: Family.'</p> <p>A community event is proposed at Springvale Community Hub for Refugee Week:</p> <ul style="list-style-type: none"> <li>- Date: Saturday 22 June 2024</li> <li>- Time: 12.00pm – 3.00pm.</li> <li>• Committee members expressed interest in participating for the event and shared ideas.</li> <li>• The event will have speakers, performances, and community stalls.</li> </ul>	
<p>9.</p>	<p><b>Other Business Updates</b></p> <ul style="list-style-type: none"> <li>• Mayor Cr Formoso (CGD) shared details about upcoming meetings with Federal ministers in Canberra prior to the Australian Local Government Association Assembly, highlighting the importance of this timing for the engagements.</li> <li>• An update was provided on the Big Walk 4 Refugees campaign led by various refugee groups. The campaign aims to achieve 10,000 kilometres by 26 March. Participants can register their walks on the website and contribute to the cause [<a href="https://www.bigwalk4refugees.au/">https://www.bigwalk4refugees.au/</a>].</li> <li>• Peter McNamara (SECL), announced that the 'BRING YOUR BILLS' program will be held in Springvale Community hub on Tuesday 30 April 2024 and will focus on addressing issues such as waived fees, concessions, and grants. It will involve representatives from regulators, energy companies, legal entities, and other stakeholders. The focus will be on access and awareness, with particular emphasis on telecommunications.</li> <li>• Victorian Afghan Association Network representative shared information regarding their settlement project, including cultural outings to familiarise refugees with Australian culture and community. Additionally, a practical</li> </ul>	

	<p>driving program is scheduled for February 19, with high demand as 40 people can participate.</p> <ul style="list-style-type: none"> <li>• Peter McNamara (SECL) announced collaboration with the Department of Transport and Metro Trains on public transport education, prioritising language barriers for Afghan women.</li> <li>• Diversity and Literacy Librarian (CGD) emphasised the forthcoming Cultural Diversity Week (18-24 March 2024) programs at Springvale Library, which will include Conversation Circle sessions held every Wednesday from 6.00pm to 7.30pm during school terms. Additionally, it was highlighted that support for citizenship applications and practice will be available soon.</li> </ul>	
<p>10.</p>	<p><b>Meeting closed 11.25am</b></p> <p>Next Meeting is Tuesday 14 May 2024, in person at Springvale Community Hub Room 2 &amp; 3 Time 9:30am – 11:30am</p> <p>Speakers will be:</p> <ol style="list-style-type: none"> <li>1. Sisterworks - Ifrin Fitlock</li> <li>2. Australian Red Cross – Lauren Blanch</li> <li>3. VAAN – Hamed Saberi</li> <li>4. Refugee Resource Hub – Qutbiallyam</li> <li>5. South East Monash Legal Service - Aran Mylvaganam</li> <li>6. Community Engagement Lead presentation (CGD)</li> </ol>	



### 4.2.3 Draft Minutes of Disability Advisory Committee Meeting - 19 February 2024

**Responsible Officer:** Executive Director Community Strengthening

**Attachments:** 1. Draft Minutes of Disability Advisory Committee Meeting 19 February 2024 [4.2.3.1 - 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 Disability Advisory Committee meeting held on 19 February 2024 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.
  - Embrace diversity and multiculturalism.
  - Mind, body and spirit.
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 of accessible, vibrant centres and neighbourhoods.
  - A city that supports entrepreneurship, quality education and employment outcomes.

## 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*.
  - *Victorian Charter of Human Rights and Responsibilities 2006*.
  - Related Council Policies, Strategies or Frameworks.

## Recommendation

**That Council notes the Draft Minutes of the meeting for the Disability Advisory Committee as provided in Attachment 1 to this report.**



**Advisory Committee or Reference Group Name:** Disability Advisory Committee (DAC) Meeting

**Date of Meeting:** Monday 19 February 2024

**Time of Meeting:** 4pm–5.30pm

**Meeting Location:** Dandenong Civic Centre - 225 Lonsdale St, Dandenong  
Meeting Rooms 2NW/2NE  
Microsoft Teams

**Attendees:** Frank Cutuli (Chair), Catherine Rampant, Deborah Lee, Norma Seip, Pradeep Hewavitharana, Imran Maniar, Lionel Gee, Tam Nguyen, Manager Community Care (City of Greater Dandenong [CGD]), Cr Angela Long (CGD), Coordinator Community Access (CGD), Disability Planning Officer (CGD), Community Inclusion Officer (CGD), Organisational Development Consultant (CGD)

**Apologies:** Lyn Bates, Lisa Ashton, Kristina Drmic

**Minutes:** Business Support Officer (CGD)

Item No.	Item	Action	Action By
1.	<p><b>Welcome and Apologies</b>  <i>We acknowledge the Traditional Custodians of this land, the Bunurong People, and pay respects to their Elders past and present.</i>  <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> <p>The Chair welcomed all present and apologies noted.</p>		
2.	<p><b>Previous Minutes and Business Arising</b>                      No outstanding items.</p>		
3.	<p><b>Update on Sunflower Program</b>                      The Coordinator Community Access and the Organisational Development Consultant confirmed Council has proudly become a corporate member of the Hidden Disabilities Sunflower program, which is a vital tool, aiming to support those living with non-visible disabilities within our communities.</p> <p>A presentation of Council’s Sunflower Awareness Training video to was made to the Committee with the module already been accessed by staff and enquiries made since the program launched this week.</p> <p>The Sunflower lanyard, badge or wristband is a simple way to share that you have a hidden disability voluntarily. Wearing the Sunflower serves as a visual indicator, prompting others to recognise and acknowledge potential challenges faced by those with invisible disabilities.</p>	<p>Provide an update on the program and prepare some Sunflower merchandise at the next Committee meeting.</p>	<p>Coordinator Community Access</p>

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

	A rollout of the program is underway with training sessions initially set to commence in community facing roles across Council including customer service, festival and events and library teams.		
4.	<p><b>Update on Aged and Disability Review</b></p> <p>The Manager Community Care advised since December 2023, two Councillor Briefing Sessions (CBS) were held to share the consultation findings ahead of the scheduled Council Meeting on Monday 12 February.</p> <p>Through the CBS meetings, it was determined another CBS is required with the final report rescheduled to be presented to Council on Monday 26 February.</p>	Provide an update on Council's decision in the future on aged and disability services.	Manager Community Care
5.	<p><b>Update on Disability Action Plan (DAP) Review</b></p> <p>A copy of the '<i>Seven Principles of Universal Design</i>' by Michael Walker and a summary research report by the University of New South Wales and Flinders University – Adelaide on '<i>Changing community attitudes to improve inclusion of people with disability</i>' was distributed to the Committee.</p> <p>The Disability Planning Officer provided an update on priorities to consider in the development of the next Plan including:</p> <ul style="list-style-type: none"> <li>• <b>Universal Access</b> Ensuring policies, buildings, environment, programs and services are accessible to as many people as possible, inclusive of age, level of ability or any other differentiating factors.</li> <li>• <b>Information/ Communication</b> <ul style="list-style-type: none"> <li>- VALID has an accessibility tool on their website such as adjustable font size, changing the contrast and screen reader assistance.</li> <li>- What information do you obtain from Council and how should these be presented?</li> <li>- Is Council's website and social media easy to navigate and printable material easy to read?</li> <li>- Disability Access and Inclusion newsletter distributed four times a year has inclusive programs.</li> <li>- Access to information what is in larger print, easy to understand and accessible in numerous platforms.</li> </ul> </li> <li>• <b>Attitudinal Change</b> The research report '<i>Changing community attitudes to improve inclusion of people with disability</i>' emphasises the importance of a comprehensive and multi-faceted approach to changing community attitudes towards people with a disability.</li> </ul>	<p>Email information discussed to the Committee.</p> <p>Provided feedback on features or functions that could improve accessibility to Council's website and printed material.</p>	<p>Business Support Officer</p> <p>Committee Members</p>

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



	<p><b>Dandenong Station Disability Toilet</b> Members raised some issues with the accessible toilet and lift sizing at Dandenong Station. The Disability Planner advised that a review to consider access related matters had been undertaken by Victorian State Government on the Dandenong Station.</p> <p><b>Mission Australia Victorian State Office Opening</b> A Committee member advised that the Mission Australia Victorian State office opening event will be held on Tuesday 20 February from 3pm-5pm.</p> <p><b>International Airline Disability Access Incident</b> A Committee member who uses a wheelchair advised of a recent issue when travelling on an international airline when they were asked to wait for the captain to determine if they were allowed to board the aircraft due to their wheelchair.</p> <p>Support was offered to the Committee Member to follow up the matter.</p> <p><b>Noble Park Community Centre (NPCC) Toilets</b> The Chair advised of an issue with access to the disabled toilet at the NPCC with the current floor surface which creates issues for some people transferring to and from the toilet.</p>	<p>Investigate Dandenong Station upgrades and provide update at next meeting.</p> <p>Send invitation to Committee members.</p> <p>Support Committee Member to make complaint.</p> <p>Undertake further investigation of the access issues including seeking expert advice from Disability Access Consultant to ensure whatever outcome agreed to is DDA compliant.</p>	<p>Disability Planning Officer</p> <p>Business Support Officer</p> <p>Disability Planning Officer</p> <p>Manager Community Care</p>
<p><b>Meeting Closed at 5:16pm</b></p>			

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



## 4.2.4 Australian Local Government Association 2024 National General Assembly, Canberra ACT

**Responsible Officer:** Executive Director Corporate Development  
**Attachments:** Nil

### Executive Summary

1. This report seeks approval for up to four (4) nominated Councillors plus the Chief Executive Officer (or their nominated delegate) to attend the Australian Local Government Association 2024 National General Assembly to be held in Canberra from 2 – 5 July 2024.



## Background

2. The Australian Local Government Association (ALGA) is the national peak advocacy body for Local Government. The ALGA's work includes, but is not limited to, the establishment of national policy and extensive liaison and lobbying with departments, Ministers and other parliamentarians at the Commonwealth level to achieve better outcomes for local communities.
3. Council has been represented at previous National General Assemblies (NGA) in Canberra. Previous attendees have found the conference insightful and value the networking with national inner-city municipalities and access to Federal members and Ministers.
4. Given the current and forecast financial challenges for the City of Greater Dandenong, it is considered to limit the number of council representatives at the conference.

## Key Points / Issues / Discussion

5. The NGA presents an opportunity to learn and share experiences from Local Governments across Australia. The focus for the 2024 NGA is Building Community Trust. This theme acknowledges the critical importance of trust in democracy's different levels of government, its institutions, and amongst its citizens. The conference program features a range of high profile and engaging speakers who will explore ideas about what creates trust, and how trust can be nurtured.
6. Further information can be found at [NGA24 \(eventsair.com\)](https://eventsair.com)

## Financial Implications

7. The estimated cost per delegate is \$3,320, consisting of
  - a. Early Bird Registration (by 31 May 2024): \$945
  - b. Attendance at General Assembly Dinner: \$175
  - c. Accommodation for 3 nights (4 star): \$1000
  - d. Flights (economy): \$700
  - e. Incidentals (taxis/meals): \$500

## Community and Stakeholder Consultation

8. No community or stakeholder consultation is required.

## Links to the Community Vision and Council Plan

9. This report is consistent with the principles in the Community Vision 2040.
10. This report is consistent with the Council Plan 2021-25 strategic objective of "A Council that demonstrates leadership and a commitment to investing in the community."

## Legislative and Policy Obligations

11. 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*.
  - Related Council Policies, Strategies or Frameworks.



## Conclusion

12. Attendance at the ALGA NGA 2024 by up to four (4) Councillors and the CEO (or their nominated delegate) is considered consistent with relevant policies, provides a significant opportunity for valuable insights and networking and an appropriate and is a prudent use of Council's financial resources.

## Officer's Recommendation

### That Council:

- 1. approves the attendance of up to four (4) Councillors, to be determined by Council, at the Australian Local Government Association 2024 National General Assembly to be held in Canberra from 2 to 5 July 2024;**
- 2. approves the attendance of the Chief Executive Officer (or her nominated delegate) at the Australian Local Government Association 2024 National General Assembly to be held in Canberra from 2 to 5 July 2024; and**
- 3. receives a report from the Councillor delegates on their attendance at the Australian Local Government Association 2024 National General Assembly.**



## 4.2.6 List of Registered Correspondence to Mayor and Councillors

**Responsible Officer:** Executive Director Corporate Development

**Proposed Meeting Date:** 8 April 2024

**Attachments:** 1. Correspondence Received 18-28 March 2024 [4.2.6.1 - 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 8-28 March 2024.

### Recommendation

**That the listed items for the period 8-28 March 2024 provided in Attachment 1 to this report be received and noted.**



# Objective

CONNECTED. COLLABORATIVE. COMMUNITY.

## Correspondences addressed to the Mayor and Councillors received between 18/03/24 & 29/03/24 - for officer action - total = 3

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Currently Assigned
Urgent advice from NBN Co regarding a Student Broadband Initiative Campaign event planned for the City of Greater Dandenong from 22-26 April 2024.	22-Mar-24	22-Mar-24	fA312352	CEO/Mayor & Councillors
Concern from a Dandenong resident regarding Council recently removing the fencing that was around the land at 14 Sleeth Avenue, Dandenong.	22-Mar-24	22-Mar-24	fA312351	CEO/Mayor & Councillors
A suggestion from a Springvale resident to create a pool from ground water at Virginia Street, Springvale.	23-Mar-24	25-Mar-24	fA312418	Mayor & Councillors

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 18/03/24 & 29/03/24 - for information only - total = 5

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Currently Assigned
An invitation to the Mayor from Lighthouse Foundation to the opening of its new Southern Hub Home on 28 March 2024.	18-Mar-24	18-Mar-24	A10752690	Mayor & Councillors
A response to the Mayor's letter of 22 January 2024 from the Minister for Planning in relation to the recent planning permits granted for the landfill site on Taylors Road, Dandenong South.	20-Mar-24	21-Mar-24	A10764501	Mayor & Councillors
A letter to the Mayor from Winston Churchill Trust advising that applications for Churchill Fellowships are now open till 1 May 2024.	15-Mar-24	22-Mar-24	A10769019	Mayor & Councillors
An invitation to the Mayor from St Johns Regional College to its Gala Soccer Day Event on 6 May 2024.	25-Mar-24	25-Mar-24	A10778270	Mayor & Councillors
An invitation to Councillors from Burden Park Bowling Club Inc to its Annual General Meeting on 2 May 2024.	26-Mar-24	27-Mar-24	A10784935	Mayor & Councillors

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



## 4.2.7 Keysborough South Community Hub (CONFIDENTIAL)

- Responsible Officer:** Executive Director City Futures  
Deputy Director Chief Engineer & Major Projects
- Attachments:**
1. CONFIDENTIAL REDACTED - Report Body [4.2.7.1 - 3 pages]
  2. CONFIDENTIAL REDACTED - Funding Summary [4.2.7.2 - 1 page]
  3. CONFIDENTIAL REDACTED - Variation Summary [4.2.7.3 - 1 page]

This report contains an attachment which is deemed confidential under s 3(1)(a) of the *Local Government Act 2020*. It contains council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

This report contains an attachment which is deemed confidential under s 3(1)(g) of the *Local Government Act 2020*. It contains private commercial information, being information provided by a business, commercial or financial undertaking that relates to trade secrets; or, if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

### Officer Recommendation

That, under section 66(2) of the *Local Government Act 2020* (the Act) Council:

1. resolves to hear this item in camera on the grounds that the information contained within the report is deemed confidential under section 3(1)(a) and (g) of the Act; and
2. notes that the information is deemed confidential because it contains financial and business information that would prejudice Council's position in commercial negotiations, and unreasonably expose third parties to disadvantage, if prematurely released.

**The meeting will be closed to the public.**



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## 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.



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## **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.



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## 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; and
- 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.



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## 8 CLOSE OF BUSINESS