



Agenda

Council Meeting

Tuesday 11 June 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 Tuesday 11 June 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](#)

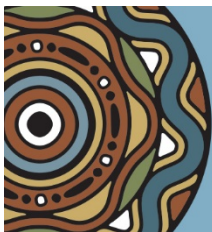
[Cr Tim Dark](#)

[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.

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 greaterdandenong.vic.gov.au



TTY: 133 677

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Online: relayservice.gov.au



TIS: 13 14 50



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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

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 Mr Shamim Navidi, a member of the Greater Dandenong Interfaith Network.



1.5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Meeting of Council held 27 May 2024.

Recommendation

That the Minutes of the Meeting of Council held 27 May 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.

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.



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 is one (1) item being presented to Council's meeting of 11 June 2024 for signing and sealing as follows:
 - a) A letter of recognition to Rachael White, City Futures for 10 years of service to the Greater Dandenong City Council.

Officer Recommendation

That the listed document be signed and sealed.



2.2 PETITIONS AND JOINT LETTERS

2.2.1 Petitions and Joint Letters

Responsible Officer: Manager Governance, Legal & Risk

Attachments: 1. Petitions and Joint Letters 1 [2.2.1.1 - 2 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 11 June 2024.

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.

Officer Recommendation

That this report and its attachment be received and noted.

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
22/05/2024	<p>We the undersigned would like the Greater Dandenong City Council to address the traffic and parking issues faced by all residents in Power Street, Dandenong, especially those who live between Macpherson Street and Clow Street and surrounding side streets, when there are events held on the soccer grounds and also in the Sports Hall (religious gatherings & basketball) at St Johns Regional College – Dandenong campus.</p> <p>Over the last 12-month period, the residents enjoyed no traffic and parking issues for only a period of 4-6 weeks (mid December 2023 to mid to January 2024). From mid to late January 2024 the parking and traffic issues have already started and will quadruple at the start of Term 2. All throughout terms 2, 3 & 4 we faced issues regarding illegal parking (in No Parking zone), ½ on road ½ off road and at times driveways being blocked (partially and fully) by cars parking across and in driveways.</p> <p>The main times of issue are Tuesdays and Thursdays from 4.30pm to 7.00pm, Saturday mornings from 9.00am to 3.00pm / 5.00pm (which increases from 8 / 8.30am to 8.00pm during terms 2, 3 & 4 when the basketball competition also gets underway).</p> <p>Sundays when there are religious gatherings on a Sunday morning starting from 9 / 9.30am to 1.00pm (also on occasion longer).</p> <p>With this brings reduced access to driveways and along the road overall, if there has been rain, then people are parking on grassed areas and then subsequently getting bogged and then there is the added pressure of tow trucks blocking the road so that there is no traffic moving in either direction. It is also extremely dangerous if residents are trying to exit their driveway as it is extremely difficult to see oncoming traffic from either direction due to the number of cars parked partly off and on the street, often along both sides of the streets. Children crossing the street are also in danger. With all this also comes with people walking along the road, instead of crossing to the footpath and walking along it, instead of on the road.</p>	46	In Progress	<p>Responsible Officer: Executive Director City Futures.</p> <p>Petition acknowledged by Governance.</p>

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
	<p>Also, during these times local residents are unable to have any functions involving friends and family in their homes, as there is nowhere for any visitors to park. For example at Orthodox Easter, several residents in Nova Drive, had no visitor access. There is also no where for families dropping off at school without dropping off illegally</p> <p>If for some reason there was a need for response by emergency services to any house there would be very little room and/or access for multiple vehicles eg all services responding such as Police, Fire and Ambulance services. One large fire tanker would have trouble navigating the winding street and then there would be no movement of traffic in either direction.</p> <p>We feel that if St Johns Regional College is going to hire out their facilities, then it is their responsibility to provide adequate off road / onsite parking facilities to ensure that there is no disruptions for local residents.</p> <p>Please note enclosed school plan which shows onsite parking for staff only and satellite image showing an area near Clow Street as a possible parking area with gate access.</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 POLICY AND STRATEGY

4.1.1 Review of Council Policies - Roadside Fatalities Memorial Policy

Responsible Officer:	Executive Director Corporate Development Manager Governance, Legal & Risk
Attachments:	<ol style="list-style-type: none">1. Roadside Fatalities Memorial Policy May 2024 - For Readoption [4.1.1.1 - 6 pages]2. Policy Roadside Fatality Memorials 2018 - Existing [4.1.1.2 - 4 pages]

Executive Summary

1. Council policies are in place to ensure accordance with legislation, regulations and best practice. They provide a consistent approach to Council's operational requirements and promote accountability and transparency of Council decisions and actions.
2. Council continually reviews its organisational policies and recently created a policy register to assist in the review process. The Roadside Fatalities Memorial Policy is due for review and readoption by Council to ensure it remains up to date with current organisational practices.
3. This report recommends that the Roadside Fatalities Memorial Policy outlined in the report and provided in Attachment 1 be readopted.



Background

4. Policies developed by Council aim to ensure good governance and decision-making processes, along with consistent, effective and efficient management of community resources and the day-to-day business of Council. They help govern how Council operates and provide a clear set of principles to give a definite direction for Council.
5. Each policy is developed to address specific matters and objectives as outlined in the Council Plan 2021-2025 or as required by legislation.
6. Existing council policies are subject to an ongoing review process to ensure they remain up-to-date and comply with current legislation. Policies are also reviewed and updated if legislation requires it; or when Council's functions, structure or activities change; or when technology advances and new systems are required and implemented.
7. Council policies should be read in conjunction with any related legislation, relevant internal policies, codes of practice or guidelines. A Council policy is considered to be automatically revoked upon readoption of the latest version of the policy. The existing policy that will be revoked is provided in Attachment 2 to this report.
8. Ongoing review of all Council policies identified the need to review and readopt the Roadside Fatalities Memorial Policy

Key Points / Issues / Discussion

9. There have been no changes to this policy other than updating its format and the references and related documents contained within it.

Financial Implications

10. There are no financial implications associated with this report.

Community and Stakeholder Consultation

11. This policy was reviewed and evaluated by the Executive Team prior to being presented to Council in this report.

Officer Recommendation

That Council APPROVES the Roadside Fatalities Memorial Policy as provided in Attachment 1 to this report.

Roadside Fatality Memorials Policy

Policy Endorsement:	Council		
Policy Superseded by this Policy:			
Directorate:	Business, Engineering and Major Projects		
Responsible Officer:	Manager Transport and Civil Development		
Policy Type:	Discretionary		
File Number:		Version No:	
1 st Adopted by Council	Minute No.	Last Adopted by Council:	Minute No.
Review Period:	4 Years	Next Review:	Feb 2027

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1. POLICY OBJECTIVE

This policy sets guidelines for the placement of roadside fatality memorials on local roads within the City of Greater Dandenong. Control on the placement of memorials on roadsides under the jurisdiction of road authorities other than the City of Greater Dandenong remains vested with the respective road authorities.

2. BACKGROUND

Greater Dandenong City Council recognises that some members of the community wish to mark the location of, or commemorate, a fatal crash on the local road network by the placement of a temporary roadside memorial.

3. SCOPE

This policy applies to all temporary roadside memorials erected on roads managed by Greater Dandenong City Council.

4. DEFINITIONS

A roadside memorial is any object temporarily erected or placed within the road reserve to commemorate/indicate a road fatality. Memorials may include items such as flowers, wreaths, toys or any type of temporary inscriptions.

5. POLICY

Policy Statement

Council will deal sensitively with requests for the placement of temporary roadside memorials on local roads.

Objectives

This policy will assist grieving members of the community affected by roadside fatalities at a time when emotions sometimes do not allow for clear thinking on these matters. This would enable workers in the field of road trauma to immediately identify relevant protocols, allowing families and loved ones to respond appropriately in the placement of a roadside memorial.

Detailed Requirements and Performance

In dealing with requests, the following criteria will be considered:

Location

1. A memorial should be located in a position where it will not distract drivers' attention from the driver task or interfere with the role of any traffic control item.
2. A memorial should be located in a position where it will not be hazardous to passing traffic, pedestrians or prevent appropriate maintenance of the road reserve. VicRoads Supplement to Austroads Guide to Road Design (AGRD) Part 6: Roadside design, safety & barriers (2020) should be used to assess this.
3. Applicants should be made aware of any possible risks in visiting roadside memorials and should be advised on safe practices in this regard e.g. Stopping clear of traffic.
4. Wherever possible, the location should be chosen to minimise risk.

Construction

1. A memorial must be constructed of material or installed in a way that will not interfere with road users or cause injury if struck by a vehicle or pedestrians and shall be of a temporary nature only.
2. Only one memorial is to be placed at a fatal crash site to commemorate the loss of a loved one/s.

Other

1. Any objection or complaint from nearby residents or from road users regarding any aspects of memorials, including the activity of visitors to the memorial, should be carefully considered and if necessary, the memorial should be relocated or removed.
2. Applicants should be advised that Greater Dandenong City Council is not able to accept responsibility for the maintenance of memorials, or any loss, damage, removal or relocation of roadside memorials which may occur due to road maintenance or construction activities.
3. In general, a time limit of one month will be allowed for memorials to be placed within road reserves. Council reserves the right to remove and dispose of such temporary memorials at any time following a period of one month after the initial placement without prior warning to the applicant.
4. Arrangements for the placement of temporary memorials shall be made with Council in accordance with the policy guidelines.
5. In special circumstances a request to extend the time limit of one month may be sought.

Exceptions

The implementation of this policy within the City of Greater Dandenong is affected by VicRoads' Roadside Fatality Memorials Policy which allows permanent memorials to be established on roads under the jurisdiction of VicRoads.

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

All matters relevant to the *Local Government Act 2020* have been considered in the preparation of this policy and are consistent with the standards set by the Act.

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

All matters relevant to the *Charter of Human Rights and Responsibilities Act 2006* have been considered in the preparation of this policy and are consistent with the standards set by the Charter.

8. RESPONSE TO THE GENDER EQUALITY ACT 2020

Council's Diversity, Access and Equity Policy and the *Gender Equality Act 2020* have been considered in the preparation of this policy but are not relevant to its contents.

The policy is purely administrative in nature and does not benefit any one gender group over any other.

9. CONSIDERATION OF CLIMATE CHANGE AND SUSTAINABILITY

Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy 2020-2030 and the requirements of the *Local Government Act 2020* in relation to the overarching governance principle on climate change and sustainability have been considered in the preparation of this policy but are not relevant to its contents.

10. RESPONSIBILITIES

Assessment of suitable locations of temporary roadside memorials is to be undertaken by Council Officers from the Transport or Strategic Transport teams, with input as necessary from Council's Parking Management Officers and Works Services Officers.

11. REPORTING, MONITORING AND REVIEW

Review of this policy should occur every four years, under the direction of the Manager Transport and Civil Development.

12. REFERENCES AND RELATED DOCUMENTS

- Greater Dandenong City Council - Council Plan 2021-2025
- VicRoads – Roadside Fatality Memorials Policy
- *Road Management Act 2004*
- *Local Government Act 2020*
- *Victorian Charter of Human Rights and Responsibilities 2006*

This policy should be read and implemented in conjunction with the provisions of the:

- Code of Practice for Worksite Safety - Traffic Management August 2010, and
- Relevant Australian Standards, AustRoads Guidelines and appropriate VicRoads supplements.



Greater Dandenong Policy

Roadside Fatality Memorials

EDRMS Object id:	A671070	Directorate:	Engineering Services
Authority:	Council	Responsible Officer:	Asset Planning Team Leader
Policy Type:	Discretionary	Version No:	4
1 st Adopted by Council	27 October 2003 Minute No. 224	Last Adopted by Council:	12 May 2014 Minute No. 565
Review Period:	4 years	Next Review:	April 2018

1. Purpose

The purpose of this policy is to set guidelines for the placement of roadside fatality memorials on local roads within the City of Greater Dandenong. Control on the placement of memorials on roadsides under the jurisdiction of road authorities other than the City of Greater Dandenong remains vested with the respective road authorities.

2. Background

The City of Greater Dandenong recognises that some members of the community wish to mark the location of, or commemorate a fatal crash on the local road network by the placement of a temporary roadside memorial.

3. Scope

This policy applies to all temporary roadside memorials erected on roads managed by the City of Greater Dandenong.

4. Human Rights and Responsibilities Charter – Compatibility Statement

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



Greater Dandenong Policy

5. References

Council Plan 2013-2017

Vic Roads – Roadside Fatality Memorials Policy

Road Management Act 2004

Local Government Act 1989

Victorian Charter of Human Rights and Responsibilities 2006

6. Definitions

A roadside memorial is any object temporarily erected or placed within the road reserve to commemorate/indicate a road fatality. Memorials may include items such as flowers, wreaths, toys or any type of temporary inscriptions.

7. Council Policy

Policy Statement

Council will deal sensitively with requests for the placement of temporary roadside memorials on local roads.

Objectives

This policy will assist grieving members of the community affected by roadside fatalities at a time when emotions sometimes do not allow for clear thinking on these matters. This would enable workers in the field of road trauma to immediately identify relevant protocols, allowing families and loved ones to respond appropriately in the placement of a roadside memorial.



Greater Dandenong Policy

Detailed Requirements and Performance

In dealing with requests, the following criteria will be considered:

Location

1. A memorial should be located in a position where it will not distract drivers' attention from the driver task or interfere with the role of any traffic control item.
2. A memorial should be located in a position where it will not be hazardous to passing traffic, pedestrians or prevent appropriate maintenance of the road reserve. VicRoads' Clear Zone Guidelines (Road Design Guidelines Part 3, Section 3.9 Clear Zones) should be used to assess this.
3. Applicants should be made aware of any possible risks in visiting roadside memorials and should be advised on safe practices in this regard eg. Stopping clear of traffic.
4. Wherever possible, the location should be chosen to minimise risk.

Construction

1. A memorial must be constructed of material or installed in a way that will not interfere with road users or cause injury if struck by a vehicle or pedestrians and shall be of a temporary nature only.
2. Only one memorial is to be placed at a fatal crash site to commemorate the loss of a loved one/s

Other

1. Any objection or complaint from nearby residents or from road users regarding any aspects of memorials, including the activity of visitors to the memorial, should be carefully considered and if necessary the memorial should be relocated or removed.
2. Applicants should be advised that the City of Greater Dandenong is not able to accept responsibility for the maintenance of memorials, any loss, damage, removal or relocation of roadside memorials that may occur due to road maintenance or construction activities.
3. In general, a time limit of one month will be allowed for memorials to be placed within road reserves. Council reserves the right to remove and dispose of such temporary memorials at any time following a period of one month after the initial placement without prior warning to the applicant.
4. Arrangements for the placement of temporary memorials shall be made with Council in accordance with the policy guidelines.



Greater Dandenong Policy

5. In special circumstances a request to extend the time limit of one month may be sort.

Exceptions

The implementation of this policy within the City of Greater Dandenong is affected by VicRoads' Roadside Fatality Memorials policy that allows permanent memorials to be established on roads under the jurisdiction of VicRoads.

8. Related Documents

This policy should be read and implemented in conjunction with the provisions of the:

- Code of Practice for Worksite safety-Traffic Management December 2004, and
- VicRoads Clear Zone Guidelines.



4.2 OTHER

4.2.1 Medium Grants Program 2024 Round 1

Responsible Officer:	Peta Gillies, Executive Director Community Strengthening
Attachments:	<ol style="list-style-type: none">1. Medium Grants Program 2024 Round One - Community Development Grants [4.2.1.1 - 1 page]2. Medium Grants Program 2024 Round One - Arts Festivals and Events Grants [4.2.1.2 - 1 page]

Executive Summary

1. Through the Medium Grants Program (formerly Community Support Grants Program) Council offers not-for-profit community groups, organisations and individual artists the opportunity to apply for one-off grants to support delivery of projects, programs and events that benefit the Greater Dandenong community.
2. This report outlines the assessment of applications submitted to four (4) grant categories under the **2024 Medium Grants Program Round One**:
 1. Community Development.
 2. Climate Change Action.
 3. Arts, Festivals and Events.
 4. Individual Artist.
3. All applications have been checked for eligibility by Council officers and assessed by an independent Community Grants Assessment Panel. The Panel recommendations are presented in this report.
4. This report recommends that Council endorses the recommendations for Medium Grants Program 2024 Round One as outlined in the attachments to this report.



Background

5. The Community Funding Program and Policy Review was conducted from April to December 2023. The outcome of the Review resulted in a new consolidated Community Grants Program Policy and an updated Community Grants Program that incorporates strategic, governance, and operational improvements and responds to emerging community needs.
6. The newly endorsed Medium Grants Program contains four (4) grant categories:
 1. Community Development.
 2. Climate Change Action (newly establish category).
 3. Arts, Festivals and Events.
 4. Individual Artist.
7. Under the program there are two (2) funding rounds per annum. **This report considers Round One applications.**

Key Points / Issues / Discussion

Eligibility Check

8. Applications made to the Medium Grants Program undergo an eligibility check by Council officers to ensure that applicants are:
 - incorporated non-profit organisations (unless auspiced),
 - meeting key compliance requirements of Consumer Affairs Victoria, and
 - have met past grants acquittal reporting requirements of Council.
9. Applications deemed *eligible* are progressed for assessment. *Ineligible* applications do not progress, and officers will advise applicants of this outcome upon endorsement of this Report.

Community Grants Assessment Panels

10. Community Grants Assessment Panels include community representatives and Council officers with broad experience and diverse knowledge.
11. Panel members are governed by a Terms of Reference and a signed Code of Conduct. Each member completed an induction process and throughout the training and assessment process were supported by Council officers.
12. For each grant category individual panel members were tasked to complete an initial online assessment. These assessment scores were then consolidated and presented to a scheduled panel meeting for qualitative discussion and final recommendations.

Round One of the 2024 Medium Grants Program

13. Round One of the 2024 Medium Grants Program was opened online on Monday 12 February 2024 and closed Tuesday 12 March 2024.
14. The round was highly promoted via electronic and printed material, through Council networks and social media.



15. Grant information and writing workshops were offered in person and via online platforms. Applicants also had opportunity to access face-to-face and remote support from Council officers to assist them develop grant applications.

Category 1 - Community Development Grants

16. This grant category offers single year grants of up to \$10,000 for projects that build community capacity, foster social inclusion, create healthy partnerships, prevent family violence, advance gender equity, and promote community harmony and participation.
17. A total of 30 applications were submitted to the Community Development Grants category. One (1) application was ruled ineligible.
18. This left a total of 29 applications to be assessed seeking total funding of \$225,699.49.
19. The Community Grants Assessment Panel members individually assessed applications online from 5 to 19 April 2024. The Panel convened on 7 May 2024 to qualitatively discuss the consolidated applications and make final recommendations. Following this it is recommended that **14** applications be funded a total of **\$69,834.94**.
20. A list of all applications recommended for funding through the Community Development category is provided in Attachment 1.

Category 2 - Climate Change Action Grants

21. This grant category offers single year grants of up to \$5,000 for projects that deliver climate-related or other positive environmental outcome and assist Council in its commitment to tackling climate change.
22. A total of one (1) application was submitted to the Climate Change Action Grants category and subsequently was withdrawn by the applicant.
23. No applications were assessed under this category in this round.
24. Officers will work with relevant Council units to enhance promotion of this new funding category for future funding rounds.

Category 3 – Arts, Festivals and Events Grants

25. This grant category offers single year grants of up to \$10,000 for projects that promote community connection, cross cultural exchange, and appreciation of cultural diversity. Arts, festivals, and events play an integral part in building and supporting broad community involvement and social cohesion.
26. A total of 29 applications were submitted to the Arts, Festivals and Event Grants category. One (1) application was ruled ineligible.
27. This left a total of 28 applications to be assessed seeking total funding of \$241,927.50.
28. The Community Grants Assessment Panel member individually assessed applications online from 5 to 19 April 2024. The Panel convened on 1 May 2024 to qualitatively discuss the consolidated applications and make final recommendations. Following this it is recommended that **13** applications be funded a total of **\$80,568**.
29. A list of all applications recommended for funding through the Arts, Festivals and Events category is provided in Attachment 2.



Category 4 - Individual Artist Grants

30. This grant category offers single year grants of up to \$5,000 to individuals to develop community-based arts/cultural projects, develop relationships with community and create art that responds to community needs.
31. No application was submitted to the Individual Artist Grants category.
32. Officers will work with relevant Council units to enhance promotion of this funding category for future funding rounds.

Support for Unsuccessful Applicants

33. All unsuccessful applicants will be contacted by officers and offered feedback and assistance to support them to submit an application to the 2024 Medium Grants Program Round Two.
34. This round is scheduled to open in July 2024.

Grant Acquittal Reports

35. Grant recipients are required to submit a grant acquittal report within one month of the project being completed. The report will include a description of the activities delivered and outcomes achieved by the grant recipients and detail on how the funds were spent.

Proposal

36. It is proposed that Council endorse the recommendations (as shown in Attachments 1 and 2) for funding through the following categories:
 - a. Attachment 1 – Community Development Grants – Round One
 - b. Attachment 2 – Arts, Festivals and Events Grants – Round One
37. For the 2024 Community Development Grant Round One there are **14** applications recommended for funding as listed in Attachment 1.
38. For the 2024 Arts, Festivals and Events Grant Round One there are **13** applications recommended for funding as listed in Attachment 2.

Financial Implications

39. The financial implications associated with this report are a one-off cost of **\$150,402.94** (= \$69,834.94 + \$80,568) with no ongoing costs in future year budgets.
40. The Medium Grants Program has a budget of **\$366,400** for the 2024-25 financial year and this leaves **\$215,997.06** (= \$366,400 - \$150,402.94) to be allocated in Round Two.

Community and Stakeholder Consultation

41. During the assessment process Council Officers consulted with staff from across the organisations to seek information and advice regarding the merits of all funding applications.
42. Officers conducted extensive eligibility checks of applications including compliance documentation, financial report, past grants acquittal history and other matters where relevant.
43. All eligible applications were assessed by Community Grants Assessment Panels. Panels include community representatives who submitted expressions of interest and Council officers with broad experience and diverse knowledge.
44. Community Grants Assessment Panel's recommendations of eligible applications for funding are presented for endorsement.



Links to the Community Vision and Council Plan

45. 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.
- Sustainable environment.
- Mind, body and spirit.
- Art and culture.

46. 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 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.

Legislative and Policy Obligations

47. 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

48. This report recommends funding of the 2024 Medium Grants Program – Round One.

49. These recommendations are presented to Council for endorsement.

Officer Recommendation

That Council:

- 1. ENDORSES the awarding of Community Development Grants (Round One) to applicants as outlined in Attachment 1 of this report; and**
- 2. ENDORSES the awarding of Arts, Festivals and Events Grants (Round One) to applicants as outlined in Attachment 2 of this report.**

Medium Grants Program 2024 - Round 1

Community Development Grants - Round 1

Organisation	Project Title	Recommended Amount
Afghan Women's Organisation Victoria	Afghan Senior Women's Social Inclusion Program 2024	\$9,800.00
Arabic Women Seniors Group Inc.	Well Being Program	\$2,560.00
Dandenong South Primary School Community Hub	Annual Women's Health Forum 2024	\$4,036.50
Greater Dandenong Football Club	Soccer for All	\$4,980.00
Headspace Dandenong (EACH)	My Support Pocket Card	\$4,400.00
Interfaith Network City of Greater Dandenong	'Share the Load'	\$8,435.00
Keysborough Scout Group	Camp program for local Scouts	\$8,703.00
Lighthouse Foundation	Southern Hub Home - Therapeutic Play and Study Equipment	\$5,330.44
Project Respect	Improving inclusion for women with experience in the sex industry	\$9,910.00
Road Safety Education Limited	Road Safety Education for Vulnerable Greater Dandenong Young Drivers	\$5,000.00
Serbian Social Services and Support Inc.	Serbian Social Services and Support Inc. - Planned Group Activities	\$1,500.00
South East Volunteers Inc.	'Get Involved - Be Included'	\$1,680.00
St. Pauls South-Eastern Suburbs Maltese Seniors Association Inc.	Springvale Maltese Seniors Association	\$1,500.00
Victorian Afghan Students Association	Empower Youth: Skills Development, Talent Showcase and Story-telling	\$2,000.00
Total		\$69,834.94

Medium Grants Program 2024 - Round 1

Arts, Festivals and Events Grants – Round 1

Organisation	Project Title	Recommended Amount
Active lifestyle 101	Dandenong Martial Arts Festival	\$6,500.00
Afghan Australian Philanthropic	Afghan Eid and New Year celebration	\$8,000.00
Australian Society of Graduate Tamils Inc.	Tamil Youth Cultural Night	\$6,500.00
Bengali Puja and Cultural Society of Victoria	Bengali New Year Celebration 2024	\$4,500.00
Bharathi Academy	Melbourne Tamil Theatre Festival 2024 - Connecting Communities	\$10,000.00
Cantonese Art Association Inc.	Celebrating 2024 Moon Festival	\$2,488.00
Indian Business Women Network Inc.	Spirit of Dandenong	\$6,500.00
Liberty Unity Organization Life Global Foundation Australia (LUOLGFA) Inc	Luo Life Women Cultural Harmony 2024 Showcase	\$5,000.00
Malayalee Association of Victoria Inc.	MAV Onam Festival Celebration at Springvale Town Hall	\$6,500.00
Melbourne Malayali Youth Society	Melam 2024	\$5,580.00
Somaliland Union of Victoria Inc.	EID Festival & Greater Dandenong Soccer Tournament	\$7,000.00
Victorian Amateur Judo Union Inc.	Australian Kodokan Judo Association National Championship	\$7,000.00
Xinjiang Chinese Association of Australia Inc.	Multicultural Singing and Dancing Event	\$5,000.00
Total		\$80,568.00



4.2.2 South East Leisure Pty Ltd - Appointment of Board Members

Responsible Officer: Executive Director Community Strengthening
Attachments: Nil

Executive Summary

1. This report details South East Leisure Pty Ltd (SEL) successful management and operational delivery of Council's major aquatic and leisure facilities. At its meeting on 8 February 2021, Council endorsed the establishment of a proprietary company limited for the purposes of managing four of Council's major leisure facilities from 1 July 2022, including appointing a Chair and Board of Directors for SEL for an initial term of three (3) years. The initial board member terms are due to expire in June 2024.
2. This report recommends the reappointment of two (2) existing Directors for a period of 12 months, one (1) existing Director for a period of two (2) years and the recruitment of three (3) new Directors for a period of two (2) years, in line with Clause 9 of the Constitution that governs SEL.
3. This report also recommends the appointment of an interim Chairperson for up to six (6) months while a new Chairperson is recruited.



Background

4. After consideration of various management models, Council determined to establish a proprietary company limited to manage the following four major aquatic and leisure facilities in the City of Greater Dandenong from 1 July 2022:

- Dandenong Oasis Aquatic Centre
- Noble Park Aquatic Centre
- Springers Leisure Centre
- Dandenong Stadium.

Following Council's resolution, South East Leisure Pty Ltd (SEL) was legally established and began several key governance processes including the establishment of a Company Constitution and Board of Directors to ensure it was ready to manage the facilities from this date.

5. Council's resolution on 8 February 2021 also included the establishment and appointment of a Chair and Board of Directors for SEL for an initial term of three (3) years. This term is due to expire in June 2024. Key elements of the Constitution for SEL include the following in relation to the appointment of board members and chair positions:

- The Board will comprise of a minimum of one and a maximum of seven (7) Directors.
- Directors will be appointed by the Shareholder (Council) for a term of up to three (3) years.
- Directors will be limited to a maximum continuous term of nine (9) years.
- The Shareholder will appoint the Board Chair.

6. Under the constitution that governs SEL, Clause 9.1.2(a) provides that a shareholder (Council) may, by resolution appoint a person as a Director for a term stated in their notice of appointment of up to three (3) years; and a director who has reached the end of the term of their appointment under Clause 9.1.2(a) is eligible for reappointment, provided that their total continuous term of appointment as a director is not more than nine (9) years.

7. Interviews for the position of Board Director were held on Monday 17 May 2021 and Tuesday 25 May 2021. At the conclusion of the interview process, the panel determined to endorse the following candidates as Directors of South East Leisure Pty Ltd:

- Mr Steven Wright
- Dr Malak Sukkar
- Ms Laura Buckley
- Mr Domenic Isola
- Mr Tim Cockayne
- Mr Mick Jaensch.

(Mr Domenic Isola did not take up his appointment and has not served as a Board Director for SEL)



8. With the initial term of the SEL board members ending, Council engaged external auditors to conduct a 'Desktop Review of Governance Systems and Processes' in early 2024. This external review considered key governance aspects, to assist in identifying any improvement opportunities and/or areas that are working well. The review included feedback and input from SEL Directors, the Company Secretary, the Chief Executive Officer (CEO) and Council's key representatives.
9. The review highlighted that through its initial tenure, the SEL Board has successfully managed and operated Council's aquatic and recreational facilities, providing a robust governance framework that provides key stakeholders with confidence that the organisation is fulfilling its stewardship with due diligence resulting in positive outcomes for the community.

Key Points / Issues / Discussion

10. Key recommendations of the review include:

Succession planning	<ul style="list-style-type: none">• The need for implementation of a staggered approach when appointing new Directors (currently all SEL Director terms expire in June 2024). This will assist in maintaining continuity of service in the event of a sudden departure or change in leadership.
Skills and diversity	<ul style="list-style-type: none">• The need for Director with adequate facilities management and/or recreational management experience.• The need for improved gender diversity, an opportunity to explore increased cultural diversity within the Board.
Strategic planning and oversight	<ul style="list-style-type: none">• The need for SEL Board to be more strategic by primarily focusing on the strategic direction and long-term vision of SEL, with its primary function being to provide strategic guidance, monitoring performance against strategic objectives, and evaluating the overall health and sustainability of SEL. <p>(The need for a more operational focus initial during establishment phase is acknowledged)</p>

11. Informed by these recommendations, and with the current term of all Directors ending, immediate opportunity exists to respond to these recommendations.
12. It is therefore recommended that Council reappoints three (3) current board members into a second term:
 - Dr Malak Sukkar, for a further term of two (2) years,
 - Mr Tim Cockayne, for a further term of one (1) year, and
 - Mr Mick Jaensch, for a further term of one (1) year.
13. And recruits three (3) new Directors; inclusive of a new Chairperson, for a period of two (2) years.
14. This will create a staggered approach to Director tenure, while maintaining continuity for SEL. Further staggering should be considered as part of future Director recruitment processes.



15. It is noted that an outcome of this recommendation is that Ms Laura Buckley will cease to hold a position as Director at the end of her current term (30 June 2024); and that after a leave of absence Ms Buckley has advised she is not able to extend her Directorship.
16. It is also noted that Mr Steven Wright, Director and Chairperson would also cease to hold a position as Director at the end of his current term (30 June 2024); enabling the recruitment of three (3) new Directors and subsequently the staggering of future terms.
17. To ensure continuity during the recruitment process, it is recommended that in addition to a one (1) year reappointment, Mr Tim Cockayne be appointed as interim Chairperson for up to six (6) months.
18. Prior to his appointment to the SEL Board in 2021, Mr Cockayne served as Director on the Dandenong Market Pty Ltd (DMPL) Board from 2015-2020 and was appointed interim Chair of DMPL in June 2020 until March 2021.
19. Per the recommendation of Mr Cockayne's appointment in 2021, Mr Cockayne holds a Master of Business Administration and is a Graduate of Australian Institute of Company Directors. Through several CEO, Managing Director and General Manager roles in the private sector has gained strong skills in strategy, marketing, retail, sales and finance.

Financial Implications

20. There will be an additional operational cost with the appointment of one (1) of the new Directors, as one of the Director positions is currently vacant. This cost will be met through SEL operational budget lines, in line with the company constitution and management services agreement.

Community and Stakeholder Consultation

21. In accordance with the Constitution that governs SEL, Council, as the Shareholder is responsible for the appointment of SEL Directors.

Links to the Community Vision and Council Plan

22. This report is consistent with the following principles in the Community Vision 2040:

- Safe and peaceful community.
- Embrace diversity and multiculturalism.
- Mind, body and spirit.

23. This report is consistent with the following strategic objectives from the Council Plan 2021-25:

- A socially connected, safe and healthy city.
- 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

24. 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*.

Conclusion

25. As outlined in this report, SEL has successfully transitioned into the management and operational delivery of Council's major aquatic and leisure facilities. With the expiry of all existing Director terms occurring in June 2024, the opportunity exists to further enhance SEL governance through the staggering of Director terms and diversification of Director skills and expertise.

Officer Recommendation

That Council:

1. **REAPPOINTS** two (2) existing Directors for a period of 12 months, (Tim Cockayne and Mick Jaensch);
2. **REPOINTS** one (1) existing Director for a period of two (2) years (Dr Malak Sukkar);
3. **RECRUITS** three (3) new Directors for a period of two (2) years;
4. **APPOINTS** Tim Cockayne as interim Chairperson for up to six (6) months while a new Chairperson is recruited; and
5. **RECOGNISES** the contributions of Mr Steven Wright and Ms Laura Buckley, outgoing SEL Directors, by way of a signed letter under seal.



4.2.3 Appointment of Non-Executive Director - Dandenong Market Pty Ltd (DMPL)

Responsible Officer: Executive Director Corporate Development
Attachments: Nil

Executive Summary

1. The Dandenong Market Pty Ltd (DMPL) Board is comprised of five (5) appointed Non-Executive Directors.
2. There is currently a vacancy for a Director due to one Director recently not seeking reappointment.
3. This report recommends to Council the appointment of Mr Daryl Stubbings as a Non-Executive Director of DMPL for a term of two (2) years commencing 22 July 2024.



Background

4. DMPL was established in September 2012 as a means of Council establishing a skills-based Board to drive the strategic direction and operations of the Dandenong Market. Since then, the Board has provided an extremely valuable service to Council and the Market has continued to evolve and develop including initiatives such as the introduction of Sunday trading, night markets and a full program of festivals and events.
5. DMPL consists of five (5) Directors appointed by Council under the terms of the DMPL Constitution (which requires Director appointments to be made by the Shareholder (Council)).
6. There is currently a Director vacancy due to one Director recently not seeking reappointment.

Key Points / Issues / Discussion

7. Under the Constitution that governs Dandenong Market Pty Ltd (DMPL), Clause 9.1 provides that the number of company directors shall be not less than two (2) nor more than five (5). It further provides that the Shareholder (Council) may, by resolution, appoint a person as a director for a term up to three (3) years. A total continuous term of appointment as a director cannot be more than nine (9) years.
8. On the 1 February 2024, Pip Stocks advised that she would be retiring as Director of the DMPL Board at the conclusion of her term in March and would not be seeking re-appointment due to the demands and short-term requirements of her own businesses.
9. Given these changes, the Board reviewed its skills assessment again and determined that there remained one key area that could strengthen its composition. This was Property Asset and Development. This skill was considered important given the maturity of the Dandenong Market assets and infrastructure and the need to develop short, medium and long-term solutions that address the subsequent increasing operational challenges and costs.
10. DMPL appointed Galvin-Rowley Executive to conduct a search for suitable candidates. After a comprehensive recruitment process, an impressive field of candidates were short listed and interviewed. The interview panel, comprised of Andrew Foley (Executive Director Corporate Development, City of Greater Dandenong, Donna McMaster (Chair, DMPL) and Jim Cooper (Director and Chair Audit and Risk Committee, DMPL) unanimously determined that Daryl Stubbings be appointed into the vacant Director position.
11. Daryl is an experienced Executive with expertise across Real Estate Investment having worked for both ASX listed and domestic wholesale institutions. He has key strengths in building and maintaining relationships with a diverse range of stakeholders in dynamic, fast paced environments.
12. Daryl's qualifications include Bachelor of Business (Property) from RMIT, underpinned with 30+ years experience in leaderships roles in the Property/Asset management sector.
13. Daryl's previous Board roles:
 - a. QIC Property
 - b. Shopping Centre Council of Australia
 - c. Capital Parking
14. Most recently and since 2015, Daryl has been Director, Australian Investment Management, QIC responsible for delivering investment returns from a real estate portfolio of \$16.2B across retail, commercial and residential sectors. Each of the real estate assets Daryl has managed had a 20-year master plan. Daryl led the refurbishment of Melbourne Emporium and 80 Collins Street, the latter a \$800m project.



15. It proposed to re-appoint Mr Daryl Stubbings as a non-Executive Director of the DMPL Board for a term of two (2) years commencing 22 July, 2024.
16. The appointment of Mr Stubbings would address a recently identified gap in the Board skills, namely Property Asset and Development. The DMPL Board has adequate coverage of all other skills outlined in its skill matrix.

Financial Implications

17. There are no financial implications associated with this report.

Community and Stakeholder Consultation

18. There was no community or stakeholder consultation for this report.

Links to the Community Vision and Council Plan

19. This report is consistent with the following principles in the Community Vision 2040:
 - Education, training, entrepreneurship and employment opportunities.
 - Embrace diversity and multiculturalism.
20. This report is consistent with the following strategic objectives from the Council Plan 2021-25:
 - A city of accessible, vibrant centres and neighbourhoods.
 - 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

21. 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*.
 - Related Council Policies, Strategies or Frameworks.

Conclusion

22. Under the Constitution that governs Dandenong Market Pty Ltd (DMPL), Clause 9.1 provides that the number of company directors shall be not less than two (2) nor more than five (5). It further provides that the Shareholder (Council) may, by resolution, appoint a person as a director for a term up to three (3) years. A total continuous term of appointment as a director cannot be more than nine (9) years.
23. DMPL currently operates with five (5) Director positions, with one position currently vacant.
24. Following an extensive recruitment process It is proposed to appoint Mr Daryl Stubbings as a Non-Executive Director for a term of two (2) years commencing 22 July, 2024, which is consistent with the DMPL Constitution.



Officer Recommendation

That Council appoints Mr Daryl Stubbings as a Non-Executive Director of the Dandenong Market Pty Ltd (DMPL) Board for a period of two (2) years commencing on 22 July 2024 and concluding on 21 July 2026 (inclusive).



4.2.4 Noble Park Suburban Revitalisation Board

Responsible Officer: Executive Director City Futures
Attachments: Nil

Executive Summary

1. This report provides the Council with an update on the Noble Park Suburban Revitalisation Board program which is concluding following recent advice from the Victorian Government.
2. This report is for noting.



Background

3. The Victorian Government's Suburban Revitalisation program identifies and supports the delivery of local projects in activity centres across metropolitan Melbourne. This work strengthens the liveability of our suburbs by driving economic opportunities and jobs growth closer to where Melburnians live.
4. Noble Park was identified as a priority revitalisation site to leverage recent growth and capitalise on new infrastructure to unlock Noble Park's full potential and attract additional investment to speed up the social and economic recovery of the impacts of Covid19.
5. The Noble Park Suburban Revitalisation Board was established in 2021. The Board provides a local voice to the Victorian Government's Suburban Revitalisation program, working with local communities to identify opportunities for locally-led projects to make Noble Park thrive.

Key Points / Issues / Discussion

6. Council was recently advised that the Victorian Government, following the recent State Budget, has made a decision to wrap up the Suburban Revitalisation Board program.
7. The final Noble Park Revitalisation Board meeting was held on 23 May 2024 and acknowledged the significant achievements of the Board and local initiatives.
8. The Department of Transport and Planning will continue to oversee the remaining funded projects, including those that were recently endorsed by the Board, as they are progressively delivered over the next 12 month period.
9. Since 2020, the Board endorsed \$3.99 million towards 41 projects with a total project value of \$8.92 million, not including the additional projects recently endorsed by the Board.
10. The Board should be acknowledged for the supported investments in local infrastructure, local business support and community development initiatives that have improved liveability and opportunities for local communities to come together. Importantly, the Board has championed collaborative work in place, across all tiers of government, local service providers and business.

Financial Implications

11. There are no financial implications associated with this report.
12. The additional projects recently endorsed by the Board, some of which included financial and in-kind contributions from the Council will continue to be delivered as planned over the next 12 month period.

Community and Stakeholder Consultation

13. The various projects delivered by the Board have involved significant community and stakeholder consultation.
14. Current and new projects recently endorsed by the Board will continue this consultation.



Links to the Community Vision and Council Plan

15. 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.
 - Sustainable environment.
 - Mind, body and spirit.
 - Art and culture.
16. 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 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.

Legislative and Policy Obligations

17. 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:
 - Greater Dandenong Place Making Framework.
 - Noble Park Suburban Revitalisation Board Vision Statement.

Conclusion

18. We are thankful for the contribution from the State Government and the Noble Park Suburban Revitalisation Board over the last four years.
19. Officers will continue to deliver the remaining funded projects for Noble Park with oversight from the Department of Transport and Planning.
20. Council will look at an option of establishing an advisory committee to oversee the next twelve months delivery of the projects.



Officer Recommendation

That Council:

- 1. NOTES that the Victorian State Government have ceased the Noble Park Suburban Revitalisation Board after four (4) years of funding; and**
- 2. APPROVES the continuation of the Board Membership as a Noble Park Revitalisation Advisory Committee until 31 December 2024, to ensure continuity of existing projects and activities associated with the former Board.**



4.2.5 List of Registered Correspondence to Mayor and Councillors

Responsible Officer: Executive Director Corporate Development

Attachments: 1. Correspondence Received 20-31 May 2024 [4.2.5.1 - 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 20-31 May 2024.

Officer Recommendation

That the listed items for the period 20-31 May 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 20/05/24 & 31/05/24 - for officer action - total = 3

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Currently Assigned
A request from a Noble Park resident for assistance in expediting the matter of a stolen car with Victoria Police and the provision of support.	19-May-24	20-May-24	fA317123	Mayor & Councillors Office
A request from a resident regarding the high risk traffic area near Sirius College in Chapel Road Keysborough.	22-May-24	23-May-24	fA317459	Mayor & Councillors Office
And email to the Mayor from Settlement Services International regarding the Mayor's recent discussion with an SSI member at the Norwuz Festival .	29-May-24	29-May-24	fA318070	Mayor & Councillors Office

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

Correspondences addressed to the Mayor and Councillors received between 20/05/24 & 31/05/24 - for information only - total = 5

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Currently Assigned
A letter to the Mayor from the Minister for Local Government regarding adoption of final report recommendations by the Victorian Electoral Commission in relation to its recent ward boundary review.	28-May-24	28-May-24	A11006458	Governance
An invitation to the Mayor and Councillors from the City of Darebin and the Alliance for Gambling Reform to the event: Politics to Policy on 4 June 2024.	24-May-24	27-May-24	A10981127	Mayor & Councillors Office
An email of complaint from a Dandenong resident regarding Australia Day, and unregistered cars and the speed zone in Plunkett Street, Dandenong.	25-May-24	27-May-24	A10983881	Mayor & Councillors Office
A response to the Mayor from the Minister for Regional Development, Local Government and Territories in relation to funding for an upgrade to the pedestrian crossing facility on Stud Road, Dandenong.	09-May-24	31-May-24	A11000515	Mayor & Councillors Office
An invitation to the Mayor from St John's German Lutheran Church to commemorate the appointment of a new Pastor of the Church on 13 October 2024.	31-May-24	31-May-24	A11004669	Mayor & Councillors Office

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



4.2.6 Sandown Racecourse Redevelopment - Planning Scheme Amendment C229

Responsible Officer: Executive Director City Futures

Attachments: 1. Draft Submission on Draft Amendment C 229 gdan to the Greater Dandenong Planning Scheme [4.2.6.1 - 19 pages]

Executive Summary

1. This report provides an overview of the proposed Sandown Racecourse Redevelopment Planning Scheme Amendment C229gdan which would facilitate the future urban renewal of the site, advises of the public exhibition period and the officer recommended submission in response to the exhibited documentation.
2. This report recommends that Council:
 - 1) ENDORSES the attached draft submission for the purposes of Council's submission in response to the exhibited Draft Planning Scheme Amendment C229, in the form generally attached but with any alterations or corrections deemed necessary by delegated officers under the current Greater Dandenong Instrument of Delegation by Council to Members of Council Staff; and
 - 2) NOTES Council will participate in the Sandown Advisory Committee Hearing and that Council's advocacy position at (and further submission to) the Committee Hearing will be generally in line with the issues raised in the submission referred to in Item 1 above, but will include:
 - a) any necessary modifications in accordance with internal and external advice; and
 - b) any other changes or additions deemed necessary by delegated officers under the current Greater Dandenong Instrument of Delegation by Council to Members of Council Staff.



Background

3. The Sandown Racecourse consists of 112 hectares, and is bounded by the rail corridor to the south, Corrigan Road to the east, Princes Hwy to the north and an existing open space and residential area to the west. The site is currently used for both motor racing and horse racing, and contains a heritage listed grandstand. Mile Creek also runs through the site.
4. The Melbourne Racing Club (MRC) are the owners of the Sandown Racecourse, and are proposing to rezone this site via Planning Scheme Amendment C229 (PSA C229). The proposed rezoning would lead to the development of approximately 7,500 dwellings to house 16,000 residents, along with 20,000sqm of commercial/ industrial development, a new town centre, public open space, various community facilities, and infrastructure upgrades.
5. The site is currently zoned predominantly Special Use Zone – Schedule 1, the purpose of which is to ‘recognise and provide for the Sandown Racecourse, Motor Racing Circuit, Greyhound Racing Track and associated uses’. The Urban Floodway Zone also runs through the site, along the Mile Creek catchment. This zoning is supported by several overlays, including the Heritage Overlay, which protects the historic grandstand, and the Land Subject to Inundation Overlay.
6. The proposed rezoning would result in the site being rezoned to the Comprehensive Development Zone (CDZ), with a supporting Sandown Racecourse Local Policy and Sandown Racecourse Comprehensive Development Plan (CDP). A new Environmental Audit Overlay and Development Contribution Plan Overlay are also proposed.
7. The MRC initially engaged with Council officers in 2017 to begin preparation of draft development plans and associated planning controls. In 2021, the MRC submitted documentation to Council in support of the planning scheme amendment, and requested that Council seek authorisation from the Minister for Planning to formally prepare PSA C229, and undertake the exhibition process.
8. In September 2022, Council submitted a request to the Minister for Planning to seek authorisation to formally prepare PSA C229. In December 2022, DTP (on behalf of the Minister) requested further information, which was provided by Council to DTP in July 2023.
9. In December 2023, the Minister for Planning advised that they will be ‘calling in’ PSA C229, meaning the Minister becomes the planning authority responsible for assessing the matter. The Minister advised that they will undertake a public exhibition process, and establish an advisory committee, being the Sandown Racecourse Advisory Committee, to consider the amendment and any submissions resulting from the exhibition period.
10. The exhibition period is occurring from 20 May to 24 June 2024, and during this period Council is required to make a submission. The content of Council’s submission is the purpose of this Council report.
11. Following the public exhibition period a Directions Hearing will be held, where the advisory committee will establish the direction and process for the Hearing. This is scheduled for 17 July 2024.
12. The Hearing will then commence the week of 12 August 2024, and will run for an estimated 30 days. All submitters will have the opportunity to present their submission to the advisory committee. During the Hearing, the advisory committee will consider and assess the proposal, including any submissions made.



Key Points / Issues / Discussion

13. Planning Scheme Amendment C229 and the resulting redevelopment of the Sandown Racecourse would be one of the largest developments to occur in Greater Dandenong in many years, and has the potential to create transformational change for the municipality. Given the extent of the proposed redevelopment, there are many factors to consider, which are set out below, and will form the recommended Council submission to the proposal:

Principle of the proposed redevelopment

14. The principle of redeveloping the Sandown Racecourse site primarily for residential development, along with some limited commercial/ retail development, a new town centre, public open space, various community facilities, and infrastructure upgrades is generally supported by officers.
15. This site is one of the largest urban renewal sites in Melbourne and has the potential to provide significant benefit if planned and implemented correctly. The development of a site of this size will assist in addressing the current housing crisis and meeting State government housing targets. It also has the potential to limit the amount of higher density development that will be required in the municipality's existing residential areas in future years.
16. In addition, many other community benefits could be achieved through the correct planning and implementation of this site, including providing large areas of public open space for the wider community to enjoy, and additional community facilities including a community centre, school, and indoor recreation centre, and upgraded transport infrastructure.
17. However, officers have concerns regarding the rollout of development. The MRC have proposed that the site will be developed over a 20-year period, and that it is likely that horse racing will continue for several years after development commences. The continuation of horse racing is likely to impede the efficient and timely development of the site, and result in scattered areas of development that are disjointed. In addition, the primary areas of open space are located inside the horse racing track, meaning they will either be unlikely to be developed until after horse racing ceases, or will not be easily accessible for the community.
18. Officers are also concerned about the timing and sequencing of development, including the lack of certainty around the timing and sequencing of the delivery of infrastructure and the logic of the proposed indicative sequencing.
19. Officers also wish to ensure that should the density of the development increase through the planning scheme amendment process (the advisory committee asked the MRC to consider greater density) that infrastructure and facilities are also increased proportionally, including open space, community facilities, and transport infrastructure.
20. A plan of subdivision should also be provided as part of the planning scheme amendment process that confirms the location and size of land areas for all infrastructure and facilities, including open space, transport, and community facilities.

Planning Process

21. The planning scheme amendment documents propose splitting the site into four precincts, being the Princes Precinct, West Precinct, East Precinct and Town Centre Precinct. Following the approval of the planning scheme amendment, a 'gateway' approach to developing each of these precincts has been proposed by the MRC. The gateway approach would be as follows.



22. The developer of a precinct would be required to develop a Precinct Plan that is accompanied by the relevant technical reports set out in the CDZ and submit this to Responsible Authority (RA). The RA would then undertake a public exhibition process and refer the plan to referral authorities. The RA would then make a decision on the Precinct Plan.
23. Once the Precinct Plan is approved, planning permit applications can be submitted for sections of the Precinct Plan area. These planning permit applications must be consistent with the approved Precinct Plan.
24. Officers are generally supportive of this process, however there are concerns regarding the status of the Precinct Plan process, and in particular the public exhibition of Precinct Plans. The proposed exhibition process for the Precinct Plans is not part of the formal notice requirements set out in the *Planning and Environment Act 1987*, and as such submitters will not have appeal rights to VCAT (in the way they might with respect to a planning permit application), which may result in unrealistic expectations. In addition, there is a lot of detail and reporting being deferred to this stage of the process, with only 14 days for submitters to review the information and make a submission.
25. Furthermore, the precincts that are approved first have the potential to utilise more than their fair share of the 7,500 dwellings proposed across the site, resulting in a potentially uneven distribution across the site. Officers are of the view that the planning controls should make it clear that 7,500 is the maximum number of dwellings, and that greater density guidance should be included for each precinct at this planning scheme amendment stage to ensure even density distribution across the site.
26. As the detail regarding the development of the precincts is being deferred to the Precinct Plan stage, officers also consider that further guidance needs to be provided in the CDP as to the vision and character of each precinct, and how the precinct interacts with its existing interfaces and interfaces with other new precincts.
27. Clarity should also be provided to confirm if Council, or another authority, will be the Responsible Authority for the future planning processes, including Precinct Plans, Section 173 agreements and planning permit applications. Officers recommend that Council should be the Responsible Authority for all future stages.
28. Officers also consider that there are improvements and changes that should be made to the drafting of the CDZ3 to ensure the control is clear in what it seeks to achieve and operates appropriately.

Housing/ Urban Form

29. The site is proposed to be home to 7,500 new dwellings, which will be constructed over a 20-year period. It is anticipated that this will be made up of 70% apartments and 30% townhouses/standalone dwellings, and the density will average 70 dwellings per hectare across the site.
30. It is intended to focus higher heights and density in the centre of the site, including around the town centre and public open space areas. Height and density will then taper down as development moves outwards towards the adjoining existing development.
31. The following sets out proposed heights and densities for each precinct:
 - Princes Precinct – 2-6 storeys (dwelling yield 60-80 dwellings per hectare)
 - West Precinct – 2-6 storeys (dwelling yield 40-60 dwellings per hectare)
 - Town Centre Precinct – 2-12 storeys (dwelling yield 40-100 dwellings per hectare)
 - East Precinct – 2-6 storeys (dwelling yield 40-60 dwellings per hectare)



32. The form of development will be considerably different to many other areas of Greater Dandenong, in that 70% of the dwelling stock is proposed to be apartment buildings up to 12 storeys in height. However, the proposed development will assist in addressing the existing housing crisis and meeting the state governments housing targets. If an appropriate mix of affordable housing can be achieved, the development will also assist in addressing the housing affordability crisis.
33. To give an indication of the level of density proposed, below are some recent examples of newer developments, and the resulting densities:
- Yarrabend – Alphington Paper Mills: 2,500 dwellings (151 dwellings per hectare)
 - CSIRO Highett: 1020 dwellings (110 dwellings per hectare)
 - Burwood Brickworks : 920 dwellings (47 dwellings per hectare)
 - Keysborough South residential development (CGD): 5360 dwellings (15 dwellings per hectare)
 - Yarraman Village (CGD): 167 dwellings (53 dwellings per hectare)
 - Carre Residences (CGD): 239 dwellings (33 dwellings per hectare)
34. Officers engaged an urban design consultant to undertake review of the proposed urban form and supporting urban design principles. They were generally supportive of these, however did require initial changes to the documents, which were updated accordingly. While this is a much denser form of development than is generally found in Greater Dandenong, the density is proposed to be located centrally on the site, and as such will have limited impacts on the surrounding area. The urban design principles (if sufficiently clear) will also ensure appropriate design outcomes can be achieved.
35. Given the housing required to support the wider community, the central location of the higher density, and the design guidelines proposed, officers are generally supportive of the proposed housing and urban form outcomes proposed.
36. However, this support is subject to the following:
- a. the proposed heights and density being capped by way of mandatory requirements;
 - b. there is clearer guidance regarding appropriate height and transition to the existing low-scale residential areas, including ensuring the highest heights are located centrally on the site and within precincts, with heights tapering down from the centre to the edges of the site and precincts; and
 - c. there is clearer guidance regarding the vision, character and design objectives for each precinct (in particular, more guidance is required in relation to the Town Centre Precinct and its relationship to the train station), more certainty regarding the location of the proposed densities and heights, and further context in relation to existing interfaces and beyond.
37. Officers also query whether the proposed typologies accurately reflect current and future housing expectations for this area (in terms of what the market and future occupants will realistically demand).



Employment

38. Within the site itself, there are opportunities for commercial development along the Princes Hwy frontage, and retail opportunities in the new town centre. There may also be employment opportunities as part of the re-use of the grandstand. It is estimated that these opportunities will generate approximately 800 jobs. However, the primary purpose of the redevelopment is for residential purposes. Officers require more information about how the proposed retail and commercial uses will impact the operation of nearby centres, including the Springvale and Noble Park Activity Centres. While officers are supportive of some new retail and commercial areas, it is important that established centres are not adversely affected.
39. In addition, officers do not support a secondary activity node and believe that the new school and community facilities would be better co-located with the primary activity node, open space areas and grandstand.

Open Space

40. The site is proposed to contain 8.7 hectares of unencumbered (fully usable) public open space, which equates to 10.1% of the net developable area of the site. 7 hectares of this will be comprised of two areas directly east and west of Mile Creek, inside the current horse racing track. These two areas will cater for football/ cricket ovals, soccer pitches, and supporting infrastructure such as playgrounds, walking paths etc. The remaining 1.7 hectares will be comprised of Neighbourhood and Local parks throughout the site.
41. The site is also proposed to contain 8 hectares of encumbered (not fully usable) open space, being the Mile Creek corridor. While this will be open space, it is encumbered due to its flood mitigation role for Mile Creek.
42. Officers are generally supportive of the area of public open space to be provided, which exceeds the requirement set out in the Planning Scheme (based on 7,500 dwellings). However, officers consider:
- a. the two large open space areas should be combined into one area of 7 hectares to provide more flexibility and efficiency of use; and
 - b. there needs to be better connection between and integration with Warner Reserve and Ross Reserve, which will also increase active links and movement through the site.
43. Officers are also concerned about the potential timing of the development of the proposed two main areas of public open space, or the access to these areas, if horse racing continues in the medium to long term. Both of these proposed open space areas are located inside the existing horse racing track, meaning they potentially won't be able to be developed until horse racing has finished, or limited access will be available to these areas, as people will need to cross the track (tunnel, bridge etc.) in way that does not result in easy and safe access for all.
44. There is also concern with the potential loss of unencumbered public open space to flood storage areas. The Comprehensive Development Plan (CDP) shows that approximately half of one of the large areas of open space inside the horse racing track will be required as a temporary flood storage area. The future Mile Creek and Police Road Drain Concept Master Plan may also trigger the need for additional proposed unencumbered public open space to be required for flood mitigation. As such, officers recommend that all of the detailed drainage and water plans are developed at the planning scheme amendment stage, so it is clear at this stage as to what areas of public open space are unencumbered, and which will be encumbered (required for flood mitigation purposes). This is discussed in more detail in the Drainage section below.



45. Draft Clause 53.01 – Public Open Space Contribution and Subdivision states that a public open space contribution of 2% is required. The MRC then state that the remaining 8.1% is identified in other documentation, which totals the 10.1% of public open space proposed to be provided.
46. Officers do not support Clause 53.01 only stating a 2% public open space contribution. Relying on other documentation for the remaining 8.1% is likely to create confusion and challenges with potential future landowners, who believe they are only required to provide 2% public open space. Officers recommend that Clause 53.01 should state the public open space requirement is 10.1% to avoid any issues in the future.

Environment

47. The proposal states that it will have a strong focus on delivering a highly sustainable product, however the detail for this is proposed to be deferred until the Precinct Plan stage to ensure that best practice at that time can be incorporated into the development and there is a lack of clear commitments in the Amendment documentation.
48. Officers agree that there is merit in undertaking more detailed sustainability planning at the Precinct Plan stage to ensure best practice at that time is incorporated. However, officers are also of the view that this development provides an excellent opportunity to create a development that is a sustainability leader to not only minimise the impacts of the development on the environment, but also reduce running costs of dwellings for residents in the future. To this extent, officers recommend that documentation:
 - a. is developed as part of the planning scheme amendment process that sets out these high level goals including clear commitments, and can form part of the approved planning scheme amendment documents;
 - b. is amended to place more importance on climate resilience and mitigation; and
 - c. commits to developing a Climate Adaption and Community Resilience Plan for the site as a whole.
49. This will future proof any risk of developers at the Precinct Plan stage trying to 'water down' the sustainability credentials of the site.
50. It is also understood that the existing lake and soil are contaminated. It is vital that detailed plans are put in place at this early stage to ensure this is handled correctly, and does not adversely impact on the surrounding environment.
51. The site contains over 200 trees that have been identified in the submitted arborist report as being of Very High or High value. The report does not provide any detail regarding how these trees are going to be protected in perpetuity, and rather shows a lot of these trees located in proposed residential areas.
52. Greater Dandenong has a low level of canopy coverage, and the potential loss of these trees would further impact on canopy coverage and the multiple benefits canopy cover brings to the community. As such, officers recommend that the trees identified as being of Very High and High value be located in conservation areas to protect them in perpetuity, and ensure these trees can provide on-going benefits to future and existing residents.

Transport

53. The proposal will include substantial upgrades to the surrounding road network, as well as a new road network within the site. The site will include a main boulevard from Princes Hwy through to Corrigan Road, a secondary boulevard that will in part follow the horse racing track, and local roads.



54. There is a public transport route proposed along the boulevards that will include three bus stops, and an upgraded train station that will operate as a multi-nodal interchange.
55. External to the site, Corrigan Road will be upgraded, along with the following intersections:
- Overpass at Princes Hwy (existing entry to site)
 - Princes Hwy/ Corrigan Rd
 - Corrigan Rd/ Racecourse Rd
 - Corrigan Rd/ New access (near Allister Rd)
56. Officers are generally supportive of the proposed road network, and upgrades. However, there is concern around:
- a. the timing of the proposed development and delivery of infrastructure, including the timing for the upgraded train station that is proposed to operate as a multi-nodal interchange. This will be a key infrastructure piece for this new community, and as such it needs to be ensured that it is upgraded in a timely manner;
 - b. waste collection and street sweeping services, particularly given the proposal includes some higher density, multi-unit developments;
 - c. the timing and sequencing of infrastructure and the need to ensure it is provided in a timely manner, in order to appropriately service the new residents as the site is developed;
 - d. who is responsible for delivery and implementation of infrastructure;
 - e. public road designs should meet Council design standards; and
 - f. a plan should show a minimum network of public roads including any roads with anticipated bus routes and any roads providing direct connection between two public roads.
57. Officers also recommend that the opportunities for active transport be established at the planning scheme amendment stage. In addition, while detailed car parking arrangements are for a later date, provision needs to be established now through guidelines/ principles etc. to ensure there is adequate public and private parking throughout the site.

Community Facilities

58. The proposal includes the development of a primary school, multi-purpose community facility to provide for 3 and 4 year old kindergarten, childcare, maternal health and community meeting spaces, and a multi court recreational facility (subject to a needs analysis).
59. Officers are supportive of providing community facilities, however raise the following concerns:
- a. officers are concerned that there may be a shortage in the provision of the proposed community facilities because (amongst other things) some of the documentation that supports the current level of proposed community facilities refers to out of date documents or relies on out of date information. Officers are also concerned that the proposed community facilities are not based on the most up to date population projections and relevant legislation, guidelines and standards. For example, officers are concerned that the proposed capacity of the early years centre does not align with demand and up to date projected populations;
 - b. officers are concerned about the timing and sequencing of the community facilities as well as the maintenance of the facilities and how they will integrate with surrounding spaces;
 - c. officers are concerned that the proposal relies on existing surrounding facilities, which are already oversubscribed;



- d. further guidance should be provided in relation to the provision for public art;
- e. as noted above, officers are not supportive of a secondary activity node, and are of the view that the new school and community facilities would be better co-located with the primary activity node, open space areas and grandstand; and
- f. officers reiterate that, if resident numbers increase through the planning scheme amendment process, the extent of facilities will need to be increased accordingly.

Affordable Housing

- 60. The proposal includes a provision to provide 5% of the total dwellings within each Precinct Plan for affordable housing. The requirement to provide this is included in the CDZ, and would require a Section 173 agreement to bring this into effect.
- 61. Whilst it is positive to have this 5% figure included in the CDZ, it is recommended that this figure be increased to 20%. Victoria is in the grip of a significant housing affordability crisis, which is likely to continue in the medium to long term. As such, significant developments such as this need to provide a meaningful amount of genuinely affordable housing, and to do this it is considered that 20% of all dwellings should be provided for this purpose. Figures greater than 5% have been approved on other similar large urban renewal developments across Melbourne, and this should also occur at this site.
- 62. Officers also recommend that a clear implementation plan for affordable housing is established. This should focus on how the location and distribution of these dwellings will be determined, and then built, particularly if there are multiple landowners in each precinct in the future.

Drainage

- 63. The site is encumbered by the Mile Creek drainage channel and Police Road main drain that convey stormwater through the site. These two drain networks are managed by Melbourne Water.
- 64. The CDZ requires a Mile Creek and Police Road Drain Concept Master Plan to be prepared prior to the approval of a Precinct Plan. The plan is required to detail hydraulic modelling to demonstrate that there will be no increase in peak flows as a result of the development, a regeneration strategy for Mile Creek, details of the required flow capacity to manage stormwater and flood flows effectively, and provision of a delivery plan for the works.
- 65. A Section 173 agreement will then be required to ensure the delivery of the Mile Creek and Police Drain Concept Master Plan.
- 66. Officers are of the view that the Mile Creek and Police Drain Concept Master Plan should be required as part of the planning scheme amendment phase, and not deferred to a later date. This plan is required at the planning scheme amendment phase so there is clarity on the extent of land required to manage stormwater and flood flows, which potentially could be significant and adversely impact on open space intended to be unencumbered.
- 67. The plan is also required now to prove that stormwater and flood flows can be managed on site, and not adversely impact on land downstream. Officers are concerned that if PSA C229 is approved, and at a later date it eventuates that stormwater cannot be effectively managed on site, what the implications of this will be for surrounding existing residents, new residents within the Sandown development, and Council.



68. In addition to the above concerns, officers consider there is a significant lack of information in the documentation regarding flooding impacts and flood management on the site. As a result, there is insufficient information to make informed decisions about the impacts of flooding on the site. For example:
- a. flood studies are out of date and need to be updated;
 - b. the Sandown Racecourse Drainage Strategy (Cardno, August 2020) report indicates the need for 18,000 cubic metres of flood storage in addition to the proposed 60m reserve width channel during a 1% AEP storm event. However, the amendment documentation does not demonstrate how this is to be provided throughout the site. A further flood study and plan are required to show the location of onsite flood storage outside of the proposed 60m channel during a 1% AEP storm event;
 - c. the proposed channel should be 100m (not 60m) if there are any recreation areas near the naturalised channel (passive or active);
 - d. there is no plan proposed to mitigate impacts on downstream properties;
 - e. the MRC has not responded to previous recommendations and concerns raised by Melbourne Water and South East Water in a report in 2020; and
 - f. hydraulic modelling and a flood impact assessment report is required to demonstrate that the various AEP flood levels are not increased as a result of development, and which should consider development conditions, including taking into account climate change.

Infrastructure Delivery

69. As with all large developments, there are a number of infrastructure upgrades required to facilitate the development. To this extent, the MRC have proposed the use of a Development Contributions Plan (DCP) to fund some of these works.
70. The MRC have proposed that the DCP fund the four external intersection upgrades, and Corrigan Road upgrade as set out in the Transport section above. It is also proposed that the new community facility, and construction of the public open space areas be funded by the DCP.
71. Local and connector roads, land for public open space, land for the intersectional works and Corrigan Road upgrades, drainage works, and infrastructure works required by utility service providers will not be included in the DCP, and rather will be directly provided by the developer/land owner.
72. While it is positive to limit the amount of items within the DCP, officers are of the view that given this site is all currently in one ownership (MRC), there is no need for a DCP, and rather these items can directly be provided by the MRC or by way of a Section 173 agreement.
73. During previous discussions, the MRC have indicated that they are agreeable to this.
74. It is acknowledged that DCP's can be a good option to ensure the fair and equitable distribution of costs for large infrastructure items when there are multiple landowners, however they almost always end up with a shortfall due to construction costs significantly outpacing CPI over time. This results in Council's having to fund the difference between the money received and the final cost of the infrastructure. Given the large DCP costs in this instance and current single ownership of the site, it is vital that a DCP isn't implemented, and rather the MRC, as the single landowner, directly fund the cost of the works that are required.



75. In addition to the above, officers raise the following concerns with the proposed DCP:
- a. there appears to be some items missing from the proposed DCP (for example, components included in the multimodal interchange (including but not limited to bus parking bays and shelters, real-time service information, direct pedestrian access to the station entrance, quality bicycle facilities), the midblock pedestrian signals on Princes Highway, indoor recreation facility, and a shared path along Corrigan Road);
 - b. there is a lack of certainty around the timing and sequencing of development and delivery of infrastructure, and how that process will be managed; and
 - c. given the passage of time, the adequacy of the proposed charge levels (and potential gaps in the overall funding for the infrastructure) and the proposed triggers for the provision of the infrastructure need to be reviewed.
76. Finally, given the significant on-going maintenance costs to Council that will result from this new infrastructure, officers consider it desirable that future owners play a role in contributing to the costs of on-going maintenance.

Heritage

77. The Sandown Racecourse grandstand has state level heritage significance, and is also covered by the Heritage Overlay in the Planning Scheme. The MRC have developed a plan that will provide guidance on the future direction of the grandstand, and how it may be re-purposed in the future.
78. Officers are supportive of it being protected and re-purposed appropriately to preserve its historical significance. However, officers recommend that it is made clear that Council will not take ownership or management of this structure, and therefore be responsible for its on-going upkeep and use. Accordingly, further detail about the use, management and maintenance of the grandstand (and the use of the area in which the grandstand is located) is required.

Financial Implications

79. The financial implications associated with this report involve a cost in the current and next financial year of approximately \$150,000 to \$200,000. There is no current amount allocated in Council's Annual Budget for these costs.
80. When the site is developed, there will be potentially be significant on-going rates income for Council, however there will also be on-going maintenance costs. The figures relating to this will need to be determined at a later date.

Community and Stakeholder Consultation

81. Consultation in relation to PSA C229 is being undertaken in accordance with the Minister for Planning appointed advisory committee process, during which interested parties, including residents, have the opportunity to make a submission on the proposal.
82. The public exhibition period runs from 20 May to 24 June 2024, and consultation is being undertaken in the following way:
- Sending letters to approximately 4,600 residents surrounding the site
 - Placing information on the Engage Victoria website, in local newspapers, and at Council customer service centres
 - Council has created a link on its website to the Engage Victoria website.
83. Following the public exhibition period, a public hearing will be held, where all submitters will have the opportunity to present their submissions.



Links to the Community Vision and Council Plan

84. This report is consistent with the following principles in the Community Vision 2040:

- Safe and peaceful community.
- Education, training, entrepreneurship and employment opportunities.
- Sustainable environment.

85. This report is consistent with the following strategic objectives from the Council Plan 2021-25:

- A socially connected, safe and healthy city.
- 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.

Legislative and Policy Obligations

86. 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.
- Climate Change and Sustainability.

Conclusion

87. The Sandown Racecourse site presents an opportunity for one of the largest urban renewal redevelopment projects in Melbourne, and has the potential to provide huge benefits if planned and implemented correctly. It is recommended that Council submits the submission attached in response to the public exhibition period, which supports the principle of the redevelopment, while detailing the several concerns outlined in this report.



Officer Recommendation

That Council:

- 1. ENDORSES the attached draft submission for the purposes of Council's submission in response to the exhibited Draft Planning Scheme Amendment C229, in the form generally attached but with any alterations or corrections deemed necessary by delegated officers under the current Greater Dandenong Instrument of Delegation by Council to Members of Council Staff; and**
- 2. NOTES Council will participate in the Sandown Advisory Committee Hearing and that Council's advocacy position at (and further submission to) the Committee Hearing will be generally in line with the issues raised in the submission referred to in Item 1 above, but will include:**
 - a) any necessary modifications in accordance with internal and external advice; and**
 - b) any other changes or additions deemed necessary by delegated officers under the current Greater Dandenong Instrument of Delegation by Council to Members of Council Staff.**

**Submission on Draft Amendment C229gdan to the Greater Dandenong Planning Scheme
by Greater Dandenong City Council**

INTRODUCTION

This submission is made by Greater Dandenong City Council (**Council**) in response to the exhibition of Draft Amendment C229gdan (**Amendment**) to the Greater Dandenong Planning Scheme (**Scheme**).

In summary, the Amendment proposes to facilitate the redevelopment of the Sandown Racecourse, Springvale (**Subject Land**) by introducing a new planning framework which will allow 7,500 new dwellings, 20,000 square metres of retail and commercial space, community facilities and public open space to be developed on the Subject Land over a period of 20+ years.

The Amendment has been prepared by the owner of the Subject Land, the Melbourne Racing Club (**Proponent**).

The Sandown Racecourse Advisory Committee (**Committee**) has been appointed by the Minister for Planning (**Minister**) under section 151 of the *Planning and Environment Act 1987 (Act)* to advise the Minister on all relevant matters associated with the proposed redevelopment of Sandown Racecourse, including whether the Amendment should be approved and in what form.

The Minister has indicated to Council that, following consideration of any submissions received and the recommendations of the Committee, the Minister will make a final decision on whether to prepare, adopt and approve the Amendment under s 20(4) of the Act.

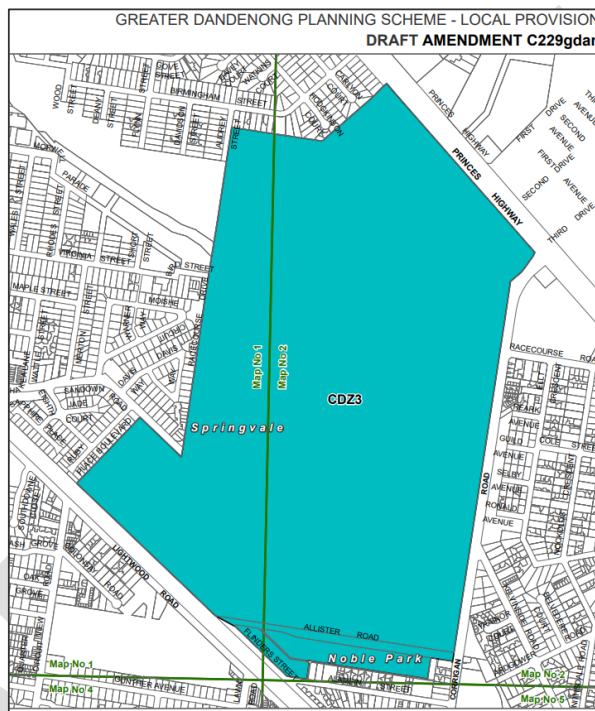
Summary of the Amendment

The Amendment proposes to rezone the Subject Land to the Comprehensive Development Zone – Schedule 3 (**CDZ3**), and introduce:

- a new Sandown Racecourse Local Policy at clause 22.13;
- a new Environmental Audit Overlay (**EAO**);
- a new Development Contributions Plan Overlay – Schedule 4 (**DCPO4**);
- two new incorporated documents into the schedule to clause 72.04:
 - *Sandown Racecourse Comprehensive Development Plan (CDP)*; and
 - *Sandown Racecourse Development Contributions Plan (DCP)*;
- seven new background documents into the schedule to clause 72.08:
 - *Sandown Racecourse Conservation Management Plan* (Lovell Chen, September 2017);
 - *Sandown Racecourse Design Guide* (NH Architecture, August 2020);
 - *Sandown Racecourse Drainage Strategy* (Cardno, August 2020);
 - *Sandown Racecourse Integrated Transport Plan* (Cardno, August 2020);
 - *Sandown Racecourse Integrated Water Management Strategy* (CJ Arms, September 2019);

- Sandown Racecourse Interpretation Strategy (Lovell Chen, September 2019); and
- Sandown Racecourse Sustainability Strategy (Arup, September 2019).

The Subject Land is currently predominantly zoned Special Use Zone – Schedule 1 (**SUZ1**), the purpose of which is to ‘recognise and provide for the Sandown Racecourse, Motor Racing Circuit, Greyhound Racing Track and associated uses’. The SUZ1 will remain over the greyhound track to the south-west of the Subject Land. The Urban Floodway Zone (**UFZ**) runs through the Subject Land along the Mile Creek catchment, and is proposed to be replaced by the CDZ3, which will result in the entirety of the Subject Land being zoned CDZ3. An extract of the proposed CDZ3 map (as exhibited) is included below:



Source: Exhibited Amendment - zoning map 001

The Subject Land is also presently affected by the Heritage Overlay – Schedule 54 (**HO54**), which relates to the historic grandstand to the west of the racetrack, and the Land Subject to Inundation Overlay (**LSIO**), along the Mile Creek catchment. The Amendment proposes to reduce the HO54 extent to just the heritage grandstand and its curtilage, rather than extending over the whole of the Subject Land. There are no changes proposed to the LSIO as part of the Amendment.

Background to the Amendment

Since late 2017, the Proponent has engaged with Council officers in relation to the preparation of draft development plans and associated planning controls for the Subject Land.

In 2021, the Proponent submitted documentation to Council in support of a planning scheme amendment to rezone and facilitate development of the Subject Land. The Proponent asked Council to request authorisation from the Minister to prepare and exhibit the Amendment, in its role as planning authority for the Subject Land.

On 9 September 2022, Council requested authorisation from the Minister to prepare and exhibit the Amendment.

On 12 December 2022, the Department of Transport and Planning (**DTP**) requested further information from Council relating to detailed drafting matters, development contributions and public open space contributions.

On 4 July 2023, in response to the further information request, Council provided DTP with a revised CDP and DCP.

On 2 March 2024, the Committee was appointed by the Minister under section 151 of the Act.

On 18 March 2024, the Committee held an 'inception meeting' with the Proponent and relevant agencies, including DTP, Heritage Victoria, Department of Education, Council, Melbourne Water and EPA Victoria (**Agencies**) to consider relevant information and documents in order to gain an understanding of the proposal and Amendment. The Agencies were provided with an opportunity to explain whether, from their perspective, there was any information required to be prepared or updated prior to public exhibition of the Amendment.

Following further information from the Proponent, on 3 April 2024, the Committee confirmed that, subject to the provision of some updated documentation, the Amendment could proceed to public exhibition. The Committee also provided a 'without prejudice' Stage 1 Initial Assessment Report.

On 3 May 2024, the Proponent provided its response to the Committee's Stage 1 Initial Assessment Report and updated draft Amendment documents including updated background/supporting documents.

Public exhibition of the Amendment commenced on 20 May 2024 (for a period of 25 business days). Submissions are due to be lodged in response to exhibition by 24 June 2024.

Following exhibition, a directions hearing is expected to be held on 17 July 2024 and a Committee hearing is expected to commence in the week of 12 August 2024 for up to 30 sitting days (sitting 4 days per week).

The Subject Land

In summary, the Subject Land:

- consists of 48 titles over approximately 112.25 ha;
- is currently used as a horse racing track, motorsport circuit and entertainment centre;
- adjoins the Sandown Park Train Station and includes the Sandown Park Grandstand which is listed on the Victorian Heritage Register (H2391); and
- is bound by:
 - the Princes Highway to the northeast;
 - Corrigan Road to the east;
 - residential properties to the south;
 - the Pakenham-Cranbourne Railway corridor to the southeast; and
 - residential properties and Warner Reserve to the west.

The below image shows the Subject Land and surrounding interfaces:



Source: draft Explanatory Report

KEY ISSUES

At the outset, Council recognises that the proposed redevelopment of the Subject Land will result in one of the largest residential developments in Greater Dandenong in many years, and will significantly change the density and typology of residential development in this part of Springvale. It also has the potential to result in significant benefits for future residents of the development, and residents of Greater Dandenong more broadly, due to the proposed new public open space areas, community facilities and public infrastructure (including upgraded transport infrastructure).

Council is generally supportive of the concept of rezoning the Subject Land to facilitate a predominately residential development on the Subject Land, together with some appropriately located commercial/retail development, a new town centre, public open space, community facilities and infrastructure upgrades.

Council is also generally supportive of the use of the CDZ to do this.

However, there are a number of outstanding matters that Council submits ought to be considered and addressed before the Amendment progresses further. Council has summarised the key issues, and its response, below.

Council reserves its right to add to and expand on these issues during the Committee hearing process, including in response to expert evidence.

Proposed new planning framework

The Amendment documents propose to split the Subject Land into four precincts.

The four precincts are described in the CDP, and comprise:

- **Princes Precinct:** which is located at the Princes Highway frontage and is intended to be predominantly commercial;
- **West Precinct:** which is located in the western portion of the Subject Land and is intended to be predominantly residential;
- **Town Centre Precinct:** which is located in the south-western portion of the Subject Land, adjacent to the Sandown Park Train Station, and is intended to accommodate a new town centre (which will comprise a mix of uses and higher residential densities), the heritage listed grandstand, open space, and multimodal transport interchange; and
- **East Precinct:** which is located in the eastern portion of the Subject Land, adjacent to Corrigan Road, and is intended to accommodate a new school site, community facility, open space, and residential uses.

The location of each precinct is shown on the map extract below.



Source: Map 1 to Schedule 3 to Clause 37.02, Exhibited CDZ3

The Amendment proposes a 'gateway' approach to the development of each of these precincts, which consists of the following framework:

▪ *Step one: approval of the Amendment and CDP*

Upon approval of the Amendment, the CDP would be incorporated into the Scheme. The CDP sets out:

- the vision and objectives for the Subject Land and each of the proposed precincts;
- indicative staging of development;
- key infrastructure commitments; and
- requirements and guidelines for future development, including built form guidance for future development.

The objectives and requirements in the CDP for future development are intended to be mandatory. The guidelines are intended to be discretionary.

▪ *Step two: preparation and approval of the Mile Creek and Police Road Drain Concept Master Plan (**Master Plan**) and the entering into of section 173 agreements*

The CDZ3 requires that:

- before any permit is granted for subdivision or development (certain permits are excluded from this requirement), or the approval of a Precinct Plan, or any other such time as agreed between the owner of the land and the responsible authority:
 - the Master Plan must be prepared to the satisfaction of the responsible authority and drainage authority. The Master Plan must include the information set out in clause 3.0 of the CDZ3; and
 - an agreement under s 173 of the Act must be entered into between the owner of the land, the responsible authority and the drainage authority in relation to the Master Plan providing for the matters set out in clause 3.0 of the CDZ3;
- before any permit is granted for subdivision or development (certain permits are excluded from this requirement), or the approval of a Precinct Plan, an agreement under s 173 of the Act must be entered into between the owner of the land and the responsible authority in relation to the provision of 5% affordable housing as set out in clause 3.0 of the CDZ3.

▪ *Step three: Precinct Plans*

The CDZ3 requires that, before any permit is granted for subdivision or development (certain permits are excluded from this requirement), a Precinct Plan must be prepared and approved for the Precinct, or part of the Precinct to which the permit application applies. The Precinct Plan must be:

- accompanied by the information and reports set out in clause 3.0 of the CDZ3; and
- exhibited for a period of at least 14 days.

Before the responsible authority approves the Precinct Plan, it must consider (among other things) any submissions received in response to notice of the Precinct Plan, any comments

from any relevant referral authorities and whether the Precinct Plan is consistent with the CDP and DCP.

▪ *Step four: planning permit applications*

Once a Precinct Plan is approved, planning permit applications can be submitted for the Precinct Plan area (or parts of the Precinct Plan area). These planning permit applications must be consistent with the CDP and the approved Precinct Plan.

The CDZ (parent provision or schedule 3) provides that:

- an application for use of land and/or buildings and works is exempt from the notice requirements of s 52(1) (a) (b) and (d), the decision requirements of s 64(1), (2) and (3) and the review rights of s 82(1) of the Act if it is generally consistent with the CDP; and
- an application for the subdivision of land is exempt from the notice requirements of s 52(1) (a) (b) and (d), the decision requirements of s 64(1), (2) and (3) and the review rights of s 82(1) of the Act.

While Council is generally supportive of this 'gateway' process, Council has concerns in respect of the following:

- Clarity is required as to whether it is Council, or some other authority, who will be the responsible authority for assessing and approving the Precinct Plans, the Master Plan, the permit applications, and for the purposes of the s 173 agreements.
- The proposed exhibition process for the Precinct Plans is not part of the formal notice requirements set out in the Act (i.e. such as s 52 of the Act in respect of permit applications). As such, submitters will not have any appeal rights to VCAT in respect of the responsible authority's decision to approve a Precinct Plan. This may result in confusion and unrealistic expectations for submitters participating in the process. In addition, there is a lot of detail and reporting being deferred to the Precinct Plan stage, rather than being provided at this stage of the process, with very little time for submitters to review the information and make a submission, and no right to be heard at a public hearing or appeal to VCAT.
- The CDP proposes 7,500 new dwellings on the Subject Land (and includes a mandatory objective to 'support the growth of Melbourne and the Monash NEIC through the provision of 7,500 dwellings' on the Subject Land). However, the CDZ3 purports to allow for consideration of more than 7,500 dwellings¹. Council is also concerned that the precincts approved first have the potential to utilise more than their fair share of the 7,500 dwellings proposed across the Subject Land, which may result in an uneven distribution across the site. Council considers that clearer guidance is required in the CDP and CDZ3 in respect of the expected density for each precinct to provide certainty and ensure equitable density distribution across the site. Council also considers the CDP and CDZ3 should it make it clear that 7,500 is the maximum number of dwellings (this is particularly important in circumstances where the provision of public infrastructure has been based on a maximum of 7,500 dwellings).
- As the detail regarding the development of the precincts is being deferred to the Precinct Plan stage, Council considers that further guidance needs to be provided in the CDP as to the vision and character of each precinct, and how the precinct interacts with its existing interfaces and interfaces with other new precincts. Council is of the view that not enough direction is currently provided with respect to the design and character of each of the

¹ The CDZ3 states under 'Precinct Plan': '*If a Precinct Plan nominates that the total yield across all precincts will exceed 7,500 dwellings, the applicant must demonstrate that that the Precinct Plan has appropriately considered any impact of the additional dwellings on existing and proposed site infrastructure and community facilities, to the satisfaction of the responsible authority.*'

precincts, particularly the Town Centre Precinct and its relationship and interface with the train station (including from an urban design perspective).

- The CDZ3 should make it clear that the notice exemptions only apply to subdivision applications if the application is generally consistent with the CDP.
- Improvements and changes are required to the drafting of the CDZ3. Some examples of Council's concerns with the drafting of the CDZ3 include (but are not limited to):
 - The CDZ3 provides that the Master Plan must be approved and agreements entered into 'before a permit is granted, or the approval of a Precinct Plan...' However, the CDZ3 also provides that a precinct plan must be prepared before a permit is granted. Accordingly, Council does not consider the reference to permits is required in relation to the Master Plan and agreements.
 - The CDZ3 provides that, prior to deciding whether to approve a precinct plan, the responsible authority must consider 'the comments of any authority required to be consulted', however the CDZ3 does not include any requirements for consultation with authorities.
 - There is some unnecessary repetition in the CDZ3.
 - The CDZ3 refers to the old *Environment Protection Act 1970*, rather than the current act.

There are other drafting issues with the CDZ3, which Council will set out in a track change version of the CDZ3 for the Committee hearing.

Timing and sequencing of redevelopment

The CDP indicates the Subject Land will be developed over a 20+ year period, and it is likely that horse racing will continue for several years after development commences.

Council is concerned that the continuation of horse racing may impact on the timely and efficient delivery of the proposed redevelopment and result in scattered areas of development, lacking integration and connection. In addition, the primary areas of open space are located inside the horse racing track, which means they will either not be developed until after horse racing ceases, or community access to the areas of open space will be limited.

Council is also concerned about the timing and sequencing of development, including (but not limited to):

- the lack of certainty around the timing and sequencing of development and delivery of infrastructure;
- the logic of the proposed indicative sequencing;
- the timing and sequencing of the development of the Town Centre Precinct and access to the train station;
- the timing and sequencing of the transport links and active transport links; and
- the timing and sequencing of the community facilities.

Council is concerned that precincts, or areas of precincts, may be redeveloped in an ad hoc or disjointed way with no direct or convenient access to public transport, public infrastructure and community facilities. For example, while the Princes Precinct may have direct access onto Princes Highway, it would have no direct access to the train station.

Infrastructure delivery

Due to the size and extent of the proposed redevelopment, there are numerous new infrastructure items as well as infrastructure upgrades required to facilitate the redevelopment and ensure future residents of the development have the appropriate and necessary infrastructure and services.

The Proponent has proposed the use of the DCP to fund some of these works, which is proposed to be incorporated into the Scheme as part of the Amendment. A community infrastructure levy is proposed for the sports pavilion.

The DCP proposes to fund the following:

- four external intersection upgrades;
- Corrigan Road upgrade;
- community facility; and
- construction of the public open space areas.

The Amendment documents also show a proposed indoor recreation facility, however it is not clear how (and by who) this will be funded if it is required. Council considers it should be made clear in the Amendment documents that the developer/landowner will be required to fund this.

The following infrastructure items will also be provided as part of the redevelopment, however these are proposed to be provided directly by the developer/landowner, and will not be included in the DCP:

- local and connector roads;
- land for public open space;
- land for intersectional works and Corrigan Road upgrades;
- drainage works; and
- infrastructure works required by utility service providers.

While Council is generally supportive of the types of infrastructure items proposed to be funded by the DCP, Council raises the following concerns:

- Council has concerns regarding the mechanism (i.e. the use of a DCP), which is elaborated on below;
- Council considers there are some items missing from the proposed DCP (for example, components included in the multimodal interchange (including but not limited to bus parking bays and shelters, real-time service information, direct pedestrian access to the station entrance, quality bicycle facilities), the midblock pedestrian signals on Princes Highway, and a shared path along Corrigan Road);
- Council has concerns regarding the lack of certainty around the timing and sequencing of development and delivery of infrastructure, and how that process will be managed; and
- Council is presently reviewing the adequacy of the proposed charge levels (and potential gaps in the overall funding for the infrastructure) and the proposed triggers for the provision of the infrastructure and will make further submissions on this during the Committee hearing.

In terms of the proposed mechanism, Council does not support the use of a DCP for the Subject Land. As the Subject Land is in one ownership, Council considers that the relevant infrastructure items

should be provided directly by the landowner, and implemented by way of a section 173 agreement, rather than a DCP.

In previous discussions with the Proponent, Council understood the Proponent to be agreeable to this, however Council has not been provided with a copy of a draft section 173 agreement to date.

While Council acknowledges that DCPs can be an appropriate and desirable option to ensure the fair and equitable distribution of costs for large infrastructure items when there are multiple landowners, it is not uncommon for DCPs to result in a shortfall of funding due to construction costs significantly outstripping CPI over time. Councils are often left to fund the difference between the funds received under the DCP and the final cost of the infrastructure.

Given the high infrastructure costs involved in the proposed redevelopment of the Subject Land, and the Subject Land currently being in single ownership, Council considers a section 173 agreement to be the most appropriate mechanism for the delivery of the infrastructure, and would ensure the Proponent, as the single landowner, will be directly responsible for funding and providing the totality of the infrastructure required.

In addition, given the significant on-going maintenance costs to Council that will result from this extensive new infrastructure, Council considers it desirable that future owners play a role in contributing to the costs of on-going maintenance.

In terms of the infrastructure and facilities proposed to be provided, this is based on a density of 7,500 new dwellings (approximately 16,000 new residents), and on information that Council is concerned may now be out of date or inaccurate.

Council wishes to make it clear that if greater density is proposed through the Amendment process, infrastructure and facilities would need to be increased proportionally, including open space areas, community facilities, and transport infrastructure.

Furthermore, given the passage of time since the Amendment was first proposed, Council is presently reviewing the adequacy and suitability of the extent and size of, and the need for, the proposed infrastructure and facilities against the most up to date population projections and relevant legislation, guidelines and standards, and will make further submissions on this during the Committee hearing.

Council also considers there should be an indication as to whether power will be underground and above ground, as this could have impacts on the built form, trees and telecommunications.

Finally, it is Council's preference that a proposed plan of subdivision be provided as part of the Amendment process to confirm the location and size of land areas proposed for all infrastructure and facilities, including the open space areas, transport infrastructure, and community facilities.

Specific issues in relation to the community facilities, transport infrastructure, open space and drainage are set out in further detail below.

Housing/ Urban Form and Density

The CDP anticipates the redevelopment of the Subject Land will deliver an average density of around 70 dwellings per hectare through a mix of dwelling typologies (such as townhouses, triplexes, quadplexes, walk ups, multi- dwelling, mixed-use and apartment developments). In total, the CDP seeks to provide 7,500 dwellings on the Subject Land (and approximately 16,000 people) at completion. The dwelling yield per precinct is set out below.

- **Princes Precinct:** 2-6 storeys (dwelling yield 60-80 per hectare);
- **West Precinct:** 2-6 storeys (dwelling yield 40-60 per hectare);
- **Town Centre Precinct:** 2-12 storeys (dwelling yield 40-100 per hectare); and

- **East Precinct:** 2-6 storeys (dwelling yield 40-60 per hectare).

The density of development is proposed to be concentrated at the centre of the site and decreases towards adjoining existing development. The indicative urban form for each precinct is shown on the map extract below.

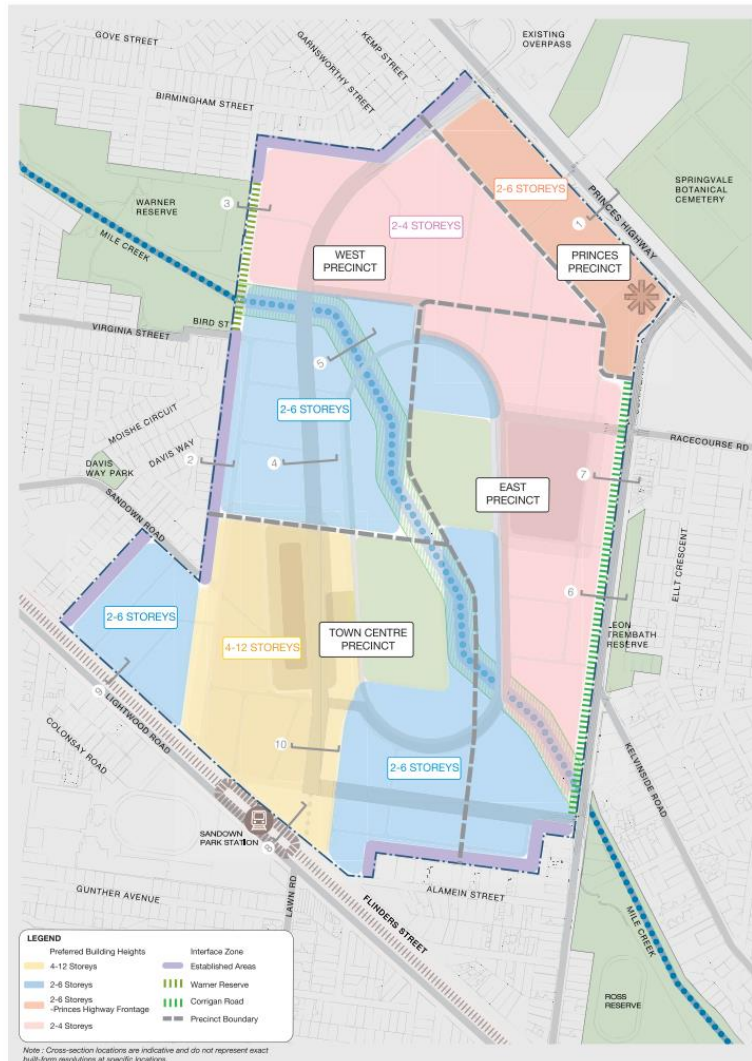


Figure 12 Indicative Urban Form Plan

Source: CDP, as exhibited, p. 35.

Council is generally supportive of the proposed density and urban form, provided:

- the heights and density are capped by way of mandatory requirements. This is because the proposed public infrastructure is based on 7,500 dwellings, and while Council is generally comfortable with the proposed heights (for the reasons set out below), Council's position is based on the heights in the indicative urban form plan, and not something higher;
- there is clearer guidance regarding appropriate height and transition to the existing low-scale residential areas. For example, Council would like to see greater clarity in the CDP to ensure the higher heights are located centrally on the site around the open space and town

centre, with heights tapering down from the centre to the edges of the Subject Land to accord with the existing form of development adjoining the Subject Land; and

- there is clearer urban design guidance in the CDP to better guide development outcomes, including a clear vision, character statement and design objectives for each precinct, more certainty regarding the location of the proposed densities and heights (the CDP currently includes a broad range of heights for each precinct), and further context in relation to existing interfaces and beyond.

Council also queries whether the proposed typologies accurately reflect current and future housing expectations for this area (in terms of what the market and future occupants will realistically demand).

While Council acknowledges that the proposed typology and form of development is more concentrated compared to other areas of the municipality, Council considers that:

- the increased density will support the broader community by providing additional housing, including diversity of housing, consistent with the State Government's housing policy;
- the impact of the development on established residential areas can be minimised by concentrating higher height and density towards the centre of the Subject Land (subject to providing further guidance in the CDP regarding appropriate height and transitions at the interface with existing residential areas);
- the proposed accompanying public infrastructure is designed to accommodate the increased density and population (subject to capping the heights and density by way of mandatory requirements and Council's review²); and
- the proposed density is considered to be generally acceptable having regard to the following recent examples of new development on large redevelopment sites in Greater Dandenong and other municipalities:
 - Yarrabend (Yarra City Council) – Alphington Paper Mills: 2,500 dwellings (151 dwellings per hectare);
 - CSIRO Highett (Bayside City Council): 1020 dwellings (110 dwellings per hectare);
 - Burwood Brickworks (Whitehorse City Council): 920 dwellings (47 dwellings per hectare);
 - Keysborough South residential development (City of Greater Dandenong): 5360 dwellings (15 dwellings per hectare);
 - Yarraman Village (City of Greater Dandenong): 167 dwellings (53 dwellings per hectare); and
 - Carre Residences (City of Greater Dandenong): 239 dwellings (33 dwellings per hectare).

Council also notes that a peer review undertaken by Hansen Partnership, generally supported the proposed urban form (subject to some recommendations which were addressed by the Proponent).

² As noted above, given the passage of time since the Amendment was first proposed, Council is presently reviewing the adequacy and suitability of the extent and size of, and the need for, the proposed infrastructure and facilities against the most up to date population projections and relevant legislation, guidelines and standards, and will make further submissions on this during the Committee hearing.

Employment

The Amendment seeks a predominately residential development on the Subject Land, and limits commercial and retail uses to the Primary and Secondary Activity Nodes and along the Princes Highway interface. The purpose of each commercial area is set out below:

- **Primary Activity Node:** located in the Town Centre Precinct and is intended to be of a similar scale to a neighbourhood centre. The commercial uses proposed here are close to Sandown Park Station and will maximise transit oriented development and 20 minute neighbourhood outcomes;
- **Secondary Activity Node:** surrounds the proposed new school and community facilities in the East Precinct and will comprise some smaller scale retail opportunities; and
- **Princes Highway interface:** will accommodate an existing hospitality and entertainment venue and provide an opportunity for larger commercial and mixed-use development that will benefit from a high exposure location.

Council is generally supportive of some limited new retail and commercial uses on the Subject Land, provided it does not have an adverse impact on the operation of established commercial areas within the City of Greater Dandenong, such as the Springvale and Noble Park Activity Centres. It is estimated that the above commercial areas combined with potential employment opportunities associated with the re-use of the grandstand will generate approximately 800 jobs. Council considers that further information should be provided to demonstrate the new retail and commercial uses will not adversely affect the Springvale and Noble Park Activity Centres.

In addition, Council is not supportive of a secondary activity node, and is of the view that the new school and community facilities would be better co-located with the primary activity node, open space areas and grandstand.

Open space

The Amendment proposes the following:

- 8.7 hectares of unencumbered open space (equating to 10.1% of the net developable area of the Subject Land), which will comprise of the following:
 - 7 hectares comprising two areas directly east and west of Mile Creek, inside the current horse racing track. These two areas are intended to cater for active recreation such as football/ cricket ovals, soccer pitches, as well as supporting infrastructure such as playgrounds and walking paths; and
 - 1.7 hectares comprising passive open space including neighbourhood and local parks throughout the site;
- 8 hectares of encumbered open space (Mile Creek corridor). While this is proposed to be open space, it is encumbered (i.e. not fully usable) due to its flood mitigation role for Mile Creek during flood events.

Council is generally supportive of the area of public open space to be provided, which exceeds the requirement set out in the Scheme (based on 7,500 dwellings). However, Council considers the two large open space areas should be provided as one combined area of 7 hectares, to ensure greater flexibility and efficiency of use. For example, if the 7 hectares is provided in two different areas, infrastructure and services such as car parks and pavilions will need to be duplicated, which is inefficient and costly. Any relocation of the 7 hectare public open space area on the site should then further consider the location of the local and neighbourhood parks to ensure fair and equitable access to open space for all. In addition, as noted above, if greater density is proposed through the

Amendment process, infrastructure and facilities would need to be increased proportionally, including open space areas.

Council also has the following outstanding concerns in relation to these proposed open space areas:

- As noted above, Council is concerned about the timing of the delivery of the two main areas of public open space (noting they should be combined into one area as detailed above), and community access to these areas, if horse racing continues in the medium to long term. Both of these proposed open space areas are located inside the existing horse racing track, which means they will either not be able to be developed until the horse racing ceases, or limited access will be available to these areas (because residents would need to cross the race track which may be difficult and/or unsafe).
- Council is also concerned about the potential loss of unencumbered public open space to flood storage areas. This is because the CDP shows that approximately half of one of the large areas of open space inside the horse racing track will be required as a temporary flood storage area. The future Master Plan may also result in the need for additional areas of public open space to be required for flood mitigation. Accordingly, Council considers it is important for the Master Plan to be prepared now, so it is clear which areas of open space will be unencumbered (and can be appropriately used for the purposes currently proposed, including active recreation) and which areas will be encumbered (and required for flood mitigation purposes). This is discussed in more detail in the Drainage section below.
- Council considers there needs to be better connection between and integration with Warner Reserve and Ross Reserve, which will also enable better and more efficient movement through the site.

In addition, Council considers that the Schedule to Clause 53.01 should be updated (from 2% to 10.1%) to reflect the 10.1% contribution amount for the site identified in other relevant Amendment documents, including the CDP, to ensure consistency between the CDP and the Schedule to Clause 53.01 and avoid future confusion.

Drainage

The Subject Land is encumbered by the Mile Creek drainage channel and Police Road main drain that convey stormwater through the site. These two drain networks are managed by Melbourne Water.

As noted above, the CDZ3 requires the Master Plan to be prepared prior to certain planning permits being issued or Precinct Plans being approved. The Master Plan is required to include the following:

- hydraulic modelling to demonstrate that there will be no increase in peak flows as a result of the development;
- a regeneration strategy for Mile Creek;
- details of the required flow capacity to manage stormwater and flood flows effectively; and
- provision of a delivery plan for the works.

The CDZ3 requires a section 173 agreement to be entered into to ensure the delivery of the process and outcomes envisaged in the Master Plan, the provision of access roads and landscaping and the construction of the stormwater management system, and the identification of the entity responsible for the ongoing maintenance and management of the watercourses, lakes and wetlands created as part of the development.

As noted above, Council considers that the Master Plan should be prepared now, as part of the Amendment process, and not deferred to a later date. This is because:

- Council considers it is critical there is clarity on the extent of land required to manage stormwater and flood flows, because this could potentially impact on the amount and use of unencumbered open space proposed to be provided; and
- Council considers it is necessary to demonstrate now that stormwater and flood flows can be managed on site, and not adversely impact on land downstream. Council is concerned that if the Amendment is approved, and it is subsequently discovered that stormwater cannot be effectively managed on site, there could be implications for future occupants of the site, as well as surrounding existing residents and other downstream users.

Council also has concerns around the lack of clarity as to ongoing maintenance and management of the watercourses, lakes and wetlands created as part of the development, which is proposed to be deferred to the s 173 agreement. The entity responsible should be clarified now.

In addition to the above concerns, Council considers there is a significant lack of information in the Amendment regarding flooding impacts and flood management on the Subject Land. As a result, Council submits there is insufficient information to make informed decisions about the impacts of flooding on the site. For example:

- flood studies are out of date and need to be updated;
- the *Sandown Racecourse Drainage Strategy* (Cardno, August 2020) report indicates the need for 18,000 cubic metres of flood storage in addition to the proposed 60m reserve width channel during a 1% AEP storm event. However, the Amendment documentation does not demonstrate how this is to be provided throughout the Subject Land. A further flood study and plan are required to show the location of onsite flood storage outside of the proposed 60m channel during a 1% AEP storm event;
- the proposed channel should be 100m (not 60m) if there are any recreation areas near the naturalised channel (passive or active);
- there is no plan proposed to mitigate impacts on downstream properties;
- the Proponent has not responded to previous recommendations and concerns raised by Melbourne Water and South East Water in a report in 2020; and
- hydraulic modelling and a flood impact assessment report is required to demonstrate that the various AEP flood levels are not increased as a result of development, and which should consider development conditions, including taking into account climate change.

Sustainability

The Amendment indicates there will be a strong focus on sustainability, however the detail of this has been deferred to the Precinct Plan stage to achieve best practice at that time.

In particular, the Amendment proposes the following:

- to provide sustainable buildings and energy efficient homes, designed and constructed to meet the changing needs of occupants across their lifetime;
- to deliver a subdivision pattern and layouts that provide opportunities for domestic-scale renewable energy production and supports passive design; and
- to incorporate ESD principles in the development of infrastructure, public spaces and buildings.

While Council is generally supportive of the Amendment's focus on sustainability, Council considers the Amendment documentation could be improved in respect of sustainability outcomes for the site, and requires more detail. In particular:

- the Amendment documentation should provide more detail about how sustainability objectives and requirements will be achieved, including clear commitments. It is acknowledged that the Precinct Plan stage offers an opportunity to undertake more detailed sustainability planning. However, it is important that high level goals are specified now to strengthen the proposal's commitment to sustainability and ensure that the sustainability credentials of the site are not compromised during the Precinct Planning stage;
- a Climate Adaptation and Community Resilience Plan should be prepared for the site as a whole; and
- the Amendment documentation should provide more detail about the management of the contaminated lake and soil.

Vegetation

In relation to vegetation on the site, Council notes that there are 107 trees identified as being of Very High Value, and 109 trees identified as being of High Value. It also appears that decisions regarding the retention and protection of these valuable trees have been deferred to the Precinct Plan stage.

Council considers that conservation areas should be established to ensure that the 216 trees of Very High or High value identified in the arborist report are retained and protected, and the Tree Assessment Report should be updated to reflect current conditions.

Transport

The Amendment proposes active transport connections, public transport and road networks. The proposed transport arrangements are summarised below.

- **Active transport** will provide links where possible to the Caulfield – Dandenong Rail Trail, the Mile Creek Corridor, Corrigan Road, Sandown Road and the Princes Highway.
- **Public transport** will capitalise on the direct access to Sandown Park Station by upgrading the station and establishing a multimodal interchange. A bus capable street network will be provided – primarily along the a main boulevard from Princes Highway and a secondary boulevard that will partly follow the existing horse racing track – to link new development to activity nodes as well as the broader external metropolitan network. Key destinations/bus stops are:
 - Princes Highway;
 - Town Centre; and
 - the school.
- **Road networks** within the site, and substantial upgrades to the surrounding roads, are proposed. Corrigan Road will be upgraded as well as the following intersections to provide vehicular access to the site:
 - the overpass at Princes Highway (existing entry to site);
 - Princes Highway/ Corrigan Road;
 - Corrigan Road/ Racecourse Road; and

- Corrigan Road/ New access (near Allister Road).

Council is generally supportive of the proposed transport network and upgrades but raises the following concerns:

- further guidance about car parking, and ensuring appropriate car parking provision, is required (including ensuring the road and transport network provide adequate parking to minimise potential negative impacts to open space and road reservations);
- further guidance, and consideration of, waste collection and street sweeping services is required, particularly given the proposal includes some higher density, multi-unit developments;
- more certainty is needed in relation to the timing and sequencing of infrastructure to ensure it is provided in a timely manner, in order to appropriately service the new residents as the site is developed, and more certainty is needed around who is responsible for delivery and implementation of that infrastructure. This should include the upgrades to Sandown train station. Council is presently reviewing this and will make further submissions on this during the Committee hearing;
- public road designs should meet Council design standards; and
- a plan should show a minimum network of public roads including any roads with anticipated bus routes and any roads providing direct connection between two public roads.

Community Facilities

The Amendment proposes the following community facilities:

- community centre (to be part of the school site), which will include:
 - kindergarten;
 - early years facility;
 - maternal health;
 - community meeting spaces;
- primary school;
- indoor recreational facility including multi-court stadium (subject to needs analysis); and
- open space areas, comprising:
 - 7 hectares of unencumbered open space for sporting fields, pavilion, and supporting park infrastructure;
 - 1.7 hectares of unencumbered passive open space including neighbourhood and local parks, with supporting park infrastructure; and
 - 8 hectares of encumbered open space including upgrade of Mile Creek with paths and supporting park infrastructure.

Council is generally supportive of the provision of new community facilities to service future residents of the Subject Land, however, as noted above, Council raises the following concerns in relation to the proposed community facilities:

- if resident numbers increase through the Amendment process, the extent of community facilities will need to increase proportionally;
- Council is concerned there is an over-reliance on existing facilities outside the Subject Land within the surrounding area that are already operating at full capacity;
- Council is concerned that some of the documentation relied on to support the current level of proposed community facilities is out of date, or refers to out of date reports or policies;
- Council is concerned there may be a shortage in the provision of the proposed community facilities. As noted above, Council is presently reviewing this and will make further submissions on this during the Committee hearing;
- Council is concerned about the timing and sequencing of the community facilities, potential co-location and ongoing maintenance of the facilities, and how these will integrate with surrounding spaces;
- further guidance should be provided in relation to the provision of and opportunities for public art; and
- as noted above, Council is not supportive of a secondary activity node, and is of the view that the new school and community facilities would be better co-located with the primary activity node, open space areas and grandstand.

Affordable Housing

The CDZ specifies that 5% of the total dwellings within each Precinct Plan must be affordable. This is to be facilitated by a section 173 agreement which is the mechanism supported by the *Planning and Building Legislation Amendment (Housing Affordability and Other Matters) Act 2017 (Housing Affordability Act)*.

However, Council submits the CDZ should require 20% (not 5%) of total dwellings to be affordable. Affordable housing is a key social and economic issue, and is supported by the following policy and strategies:

- Clause 16.01-2S (Housing affordability) of the Scheme seeks to deliver more affordable housing closer to jobs, transport and services through the facilitation of a mix of private, affordable and social housing in activity centres and urban renewal precincts;
- Direction 2.3 of *Plan Melbourne* seeks to increase the supply of social and affordable housing; and
- Social and affordable housing is a 'top 3' priority in Victoria's *30 Year Infrastructure Strategy* (December 2016).

Victoria is presently affected by a significant housing affordability crisis, which is likely to continue in the medium to long term.

Finally, Council believes the Amendment documentation should provide more detail regarding:

- what is meant by affordable housing;
- the affordable housing mix;
- the location of affordable housing; and
- the proposed delivery mechanism.

Heritage

The Sandown Racecourse grandstand has state level heritage significance and, as stated above, is covered by the HO54 in the Scheme. The Amendment documentation includes a plan to re-purpose the grandstand while preserving its historical significance.

Council generally supports the Amendment's approach to heritage but cannot take responsibility for the on-going management and maintenance of the grandstand. Accordingly, further detail about the use, management and maintenance of the grandstand (and the use of the area in which the grandstand is located) is required.

CONCLUSION

Council reserves its right to add to and expand on these issues during the Committee hearing process, including in response to expert evidence.



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

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.



8 CLOSE OF BUSINESS