



Agenda

Council Meeting

Monday 22 July 2024, 7:00 pm
Dandenong Civic Centre, 225 Lonsdale Street,
Dandenong, Victoria 3175



Council Meeting Details

At the time of printing this Agenda, the Council Meeting to be held on Monday 22 July 2024, will be open to the public to attend in person but will be subject to venue seating capacity. This will be a hybrid meeting consisting of Councillors attending in person and remotely.

If we are unable to accommodate you indoors, you will still be able to watch the webcast live on the Urban Screen in Harmony Square. To view the webcast and stay informed about the status of Council Meetings please visit Council's [website](#).

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

Your Councillors

[Mayor Lana Formoso](#)

[Cr Bob Milkovic](#)

[Deputy Mayor Richard Lim OAM](#)

[Cr Sean O'Reilly](#)

[Cr Phillip Danh](#)

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

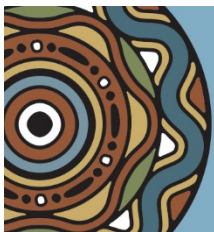
[Cr Tim Dark](#)

[Cr Loi Truong](#)

[Cr Rhonda Garad](#)

[Cr Angela Long](#)

[Cr Jim Memeti](#)



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

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

 (03) 8571 1000

 council@cgd.vic.gov.au

 greaterdandenong.vic.gov.au



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COUNCIL OBLIGATIONS AND AGENDA REPORTS

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

Community Vision 2040 (Community Vision | Greater Dandenong Council)

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

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

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

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

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

- *A socially connected, safe and healthy city*
- *A city that respects and celebrates diversity, our history and the arts*
- *A city of accessible, vibrant centres and neighbourhoods*
- *A green city committed to a sustainable future*
- *A city that supports entrepreneurship, quality education and employment outcomes*
- *A Council that demonstrates leadership and a commitment to investing in the community.*

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

The Overarching Governance Principles of the Local Government Act 2020

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

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

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

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

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



The Gender Equality Act 2020

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

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

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

Victorian Charter of Human Rights and Responsibilities

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

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

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



Consideration of Climate Change and Sustainability

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

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

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

Related Council Policies, Strategies or Frameworks

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



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1 MEETING OPENING

1.1 OPENING OF MEETING BY MAYOR

1.2 ATTENDANCE



1.3 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS OF LAND

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 affirmation this evening will be offered by Mr Knowles Tivendale, a member of the Greater Dandenong Interfaith Network.



1.5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Meeting of Council held 8 July 2024.

Recommendation

That the Minutes of the Meeting of Council held 8 July 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 STATUTORY PLANNING APPLICATIONS

2.1.1 Planning Decisions Issued by Planning Minister's Delegate – June 2024

Responsible Officer: Executive Director City Futures
Attachments: Nil

Executive Summary

1. This report provides Council with an update on the exercise of delegation by Planning Minister's delegate.
2. No decisions were reported for the month of June 2024.

Officer Recommendation

That Council NOTES the report on the exercise of the delegation by Planning Ministers delegate.



2.1.2 Planning Delegated Decisions Issued – June 2024

Responsible Officer: Executive Director City Futures
Attachments: 1. Planning Delegated Decisions Issued – June 2024
[2.1.2.1 - 11 pages]

Executive Summary

1. This report provides Council with an update on the exercise of delegation by Council officers.
2. It provides a listing of Town Planning applications that were either decided or closed under delegation or withdrawn by applicants in June 2024.
3. It should be noted that where permits and notices of decision to grant permits have been issued, these applications have been assessed as being generally consistent with the Greater Dandenong Planning Scheme and Council's policies.
4. Application numbers with a PLA#, PLN#.01 or similar, are applications making amendments to previously approved planning permits.
5. The annotation 'SPEAR' (Streamlined Planning through Electronic Applications and Referrals) identifies where an application has been submitted electronically. SPEAR allows users to process planning permits and subdivision applications online.

Officer Recommendation

That the items listed in Attachment 1 to this report be received and noted.

Planning Delegated Decisions Issued from 01/06/2024 to 30/06/2024

City of Greater Dandenong

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA24/0011	PlnAppAmd	No	3 Kemp Street SPRINGVALE VIC 3171	Marn Tran	AMENDMENT TO: Development of the land for three (3) double storey dwellings (PLN18/0071)	Delete permit Condition 1.2 relating to the driveway of dwellings 2 and 3	Delegate	AmendPerm	19/06/2024	Springvale North
PLA23/0008	PlnAppAmd	No	73-85 Thomas Murrell Crescent DANDENONG SOUTH VIC 3175	Cleanaway Waste Management Ltd	AMENDMENT TO: Use of the land for a Transfer Station, the construction of buildings and works (waste processing building and associated amenities), the display of business identification signage, and the reduction of the car parking rate (PLN15/0400.03)	Amend permit to add condition 6A and amendment to endorsed plans	Delegate	AmendPerm	24/06/2024	Dandenong
PLA23/0098	PlnAppAmd	No	427 Princes Highway NOBLE PARK VIC 3174	Cinnamon Gate Pty Ltd	AMENDMENT TO: Use the land for the purpose of a Convenience Restaurant, display internally illuminated and non-illuminated business identification signs and floodlit signs, reduction in the car parking requirement under Clause 52.06 of the Greater Dandenong Planning Scheme and alteration to access to a Road Zone Category 1 (PLN18/0087)	Amend permit condition relating to hours of business	Delegate	AmendPerm	24/06/2024	Yarraman
PLA24/0003	PlnAppAmd	No	111-117 Springvale Road SPRINGVALE VIC 3171	The Trustee for SDA Springvale Unit	AMENDMENT TO: To construct a four (4) storey building comprising four (4) shops and twenty (20) dwellings, reduce the car parking requirement at Clause 52.06 and waive the loading bay requirement at Clause 52.07	Amend permit preamble, conditions and plans relating to number of dwellings	Delegate	AmendPerm	27/06/2024	Springvale North

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ATT 2.1.2.1 Planning Delegated Decisions Issued – June 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA24/0010	PlnAppAmd	No	260 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	Stephen D'Andrea Pty Ltd	AMENDMENT TO: Use and development of the land for a Convenience Restaurant, development of the land for a Service Station, creation and alteration of access to a Transport Road Zone 2 and to display one (1) internally illuminated electronic business identification pylon sign (PLN21/0657)	Amend endorsed plans to allow internally illuminated pylon sign	Delegate	AmendPerm	18/06/2024	Dandenong
PLA20/0283	PlnAppAmd	No	324-334 Perry Road KEYSBOROUGH VIC 3173	G A A Gaelic Park Incorporated	This permit application seeks to amend Permit TP 99504 pursuant to Section 72 of the Planning and Environment Act 1987 by the way of the following: What the permit allows, Plans endorsed under the permit, Current conditions of the permit	Amend permit condition relating to hours of business	Applicant	Withdrawn	19/06/2024	Keysborough South
PLA24/0021	PlnAppAmd	No	228 Atlantic Drive KEYSBOROUGH VIC 3173	Stephen D'Andrea Pty Ltd	AMENDMENT TO: Development of the land for four (4) Warehouses and the use of part of Warehouse 1 for the purposes of a Restricted Retail Premises in accordance with the endorsed plans (PLN22/0433)	Amend permit to allow change of use for restricted retail/trade sales and amend endorsed plans	Delegate	AmendPerm	18/06/2024	Keysborough South
PLA24/0025	PlnAppAmd	No	33 Ambrie Crescent NOBLE PARK VIC 3174	Evolution Designs and Drafting	AMENDMENT TO: The development of the land for three (3) dwellings incorporating two (2) double storey and one (1) single storey, with associated car parking and landscaping, all in accordance with the endorsed plans (PLN02/0512)	Amend plans to add ensuite to existing unit 1	Delegate	AmendPerm	19/06/2024	Springvale North
PLA24/0032	PlnAppAmd	No	25 Francesco Drive DANDENONG NORTH VIC 3175	M Miljanic	AMENDMENT TO: Development of the land for two (2) double storey dwellings (PLN20/0043)	Amend condition 2.6 in relation to permeable base	Delegate	AmendPerm	12/06/2024	Dandenong North

ATT 2.1.2.1 Planning Delegated Decisions Issued – June 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLA24/0036	PlnAppAmd	No	10 EJ Court DANDENONG SOUTH VIC 3175	Garden City Property Investments Pty Ltd	AMENDMENT TO: Subdivision of the land into three (3) lots, to create Easement E-4, to subdivide land adjacent to a road in a Transport 2 Zone, and to remove Easement E-49 on PS 742782B SPEAR (PLN23/0137)	Amendment to Condition 2 wording	Delegate	AmendPerm	18/06/2024	Dandenong
PLA24/0039	PlnAppAmd	No	542-554 Princes Highway NOBLE PARK NORTH VIC 3174	Royal Automobile Club Of Victoria (RACV) Ltd	AMENDMENT TO: Development of the land for an industrial and warehouse building, buildings and works, subdivision of land into two (2) lots, reduction in car parking requirements, removal of native vegetation and creation of easement (PLN22/0214)	Amend endorsed plans to incorporate hardstand area and amend condition 9	Delegate	AmendPerm	25/06/2024	Noble Park North
PLA24/0040	PlnAppAmd	No	16-18 Bass Court KEYSBOROUGH VIC 3173	Stephen D'Andrea Pty Ltd	AMENDMENT TO: Development of the land for a Warehouse and Buildings and Works (Mezzanine) and reduction of the car parking requirement (PLN22/0580)	Amend endorsed plans to add an addition of a mezzanine floor	Delegate	AmendPerm	27/06/2024	Keysborough South
PLA24/0045	PlnAppAmd	No	15-29 Coomoora Road SPRINGVALE SOUTH VIC 3172	Hollerich Town Planning Pty Ltd	AMENDMENT TO: Staged subdivision of the land, creation of reserves (R-1 and R-2), creation of an easement; and the removal of native vegetation (PLA21/0081)	Amend endorsed plans for proposed buildings and works (Deck)	Delegate	AmendPerm	24/06/2024	Keysborough
PLA24/0056	PlnAppVicA	Yes	1/13 Colonsay Road SPRINGVALE VIC 3171	Estate of FAR Fernando, JI Fernando	AMENDMENT TO: Subdivision of the land into two (2) lots (PLN23/0507) SPEAR (VICSMART)	Amend permit to delete Condition 1.1	Delegate	AmendPerm	14/06/2024	Springvale Central

ATT 2.1.2.1 Planning Delegated Decisions Issued – June 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN22/0001	PlnApp	No	4 Cranley Street SPRINGVALE VIC 3171	HG Yim	Development of the land for four (4) double storey dwellings	General Residential 3 Zone, 741sqm	Delegate	PlanPermit	28/06/2024	Springvale North
PLN22/0597	PlnApp	No	167 Stud Road DANDENONG NORTH VIC 3175	Change Of Plan	Use of the land for a car wash, to display business identification signage and to alter access to a Transport Zone 2	General Residential 1 Zone, non illuminated signs x 2	Delegate	NOD	26/06/2024	Dandenong North
PLN23/0014	PlnApp	No	1157-1163 Heatherton Road NOBLE PARK VIC 3174	Human Habitats	Development of land for eight (8) double storey dwellings and alteration of access to a road in a TRZ2	No response to further information request	Delegate	Lapsed	26/06/2024	Springvale North
PLN23/0016	PlnApp	No	24-26 Podmore Street DANDENONG VIC 3175	JS Town Planning Services	Use of the land for materials recycling and an extension to an industrial building	Industrial 1 Zone, materials recycling	Delegate	PlanPermit	27/06/2024	Dandenong
PLN23/0191	PlnApp	No	27 Edward Avenue DANDENONG VIC 3175	Aru Design	Development of the land for three (3) double storey dwellings	General Residential 1 Zone, 603sqm	Delegate	PlanPermit	19/06/2024	Cleeland
PLN23/0242	PlnApp	No	86 Springvale Road SPRINGVALE VIC 3171	W&L Development Pty Ltd	Development of the land for fourteen (14) triple-storey dwellings and to alter access to a road in a Transport Zone 2	General Residential 3 Zone, 2128sqm	Delegate	PlanPermit	27/06/2024	Springvale North

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ATT 2.1.2.1 Planning Delegated Decisions Issued – June 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN23/0263	PlnApp	No	23 Union Grove SPRINGVALE VIC 3171	Abacus Design & Planning	The development of the land for three (3) double storey dwellings	General Residential 3 Zone, 569sqm	Applicant	Withdrawn	14/06/2024	Springvale Central
PLN23/0304	PlnApp	No	6 Maureen Court DANDENONG NORTH VIC 3175	Durable Design Pty Ltd	Development of the land for two (2) dwellings (one double storey dwelling and one single storey dwelling to the rear)	General Residential 1 Zone, 706sqm	Delegate	PlanPermit	25/06/2024	Noble Park North
PLN23/0320	PlnApp	No	43 Bloomfield Road NOBLE PARK VIC 3174	S Rizvic	Development of the land for one (1) double storey dwelling to the rear of an existing dwelling and to construct and carry out works to the existing dwelling	Neighbourhood Residential 1 Zone, 529sqm	Delegate	PlanPermit	20/06/2024	Noble Park
PLN23/0324	PlnApp	No	43 Gatcum Court NOBLE PARK VIC 3174	K Moutis	Development of the land for two (2) double storey dwellings	General Residential 1 Zone, 603sqm	Applicant	Withdrawn	27/06/2024	Yarraman
PLN23/0377	PlnApp	No	7/355-365 South Gippsland Highway DANDENONG SOUTH VIC 3175	Lasting Solutions	Use the land for the purpose of a Place of Assembly and a reduction in the car parking requirement under Clause 52.06 of the Greater Dandenong Planning Scheme	Commercial 2 Zone	Delegate	NOD	07/06/2024	Dandenong
PLN23/0441	PlnApp	No	88-98 Hallam Valley Road DANDENONG SOUTH VIC 3175	Stephen D'Andrea Pty Ltd	The construction of one (1) building and a reduction in the car parking requirements for Warehouse under Clause 52.06 of the Greater Dandenong Planning Scheme	Commercial 2 Zone, 4377sqm, construction of warehouse and associated car parking	Delegate	PlanPermit	11/06/2024	Dandenong

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ATT 2.1.2.1 Planning Delegated Decisions Issued – June 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN23/0490	PlnApp	No	2/2 Barnett Grove NOBLE PARK VIC 3174	Arcon Design	Buildings and works to the existing dwelling (porch) and to construct a front fence exceeding 1.2m on a lot less than 300sqm	General Residential 1 Zone, alterations to existing dwelling	Delegate	PlanPermit	17/06/2024	Yarraman
PLN23/0500	PlnApp	No	26 Camellia Avenue NOBLE PARK NORTH VIC 3174	LKH Carafizi	Development of the land for two (2) double storey dwellings	General Residential 1 Zone, 600sqm	Delegate	PlanPermit	27/06/2024	Noble Park North
PLN23/0534	PlnApp	No	329 Gladstone Road DANDENONG NORTH VIC 3175	Alta Architecture Pty Ltd	To display two (2) business identification floodlit signs	Neighbourhood Residential 1 Zone, Business identification signage	Delegate	PlanPermit	17/06/2024	Dandenong North
PLN23/0552	PlnApp	No	16 Holohan Place DANDENONG NORTH VIC 3175	Jova Drafting Consultants	Use and development of the land for four (4) rooming houses.	No response to further information request	Delegate	Lapsed	11/06/2024	Dandenong North
PLN24/0002	PlnApp	No	2-106 Bayliss Road DANDENONG SOUTH VIC 3175	Salta Properties (Lyndhurst) Pty Ltd	Development of the land for an industrial building, display of internally illuminated business identification signage and a reduction in the car parking requirements	Industrial 1 Zone, 46338sqm, reduce number of car parking spaces	Delegate	PlanPermit	06/06/2024	Dandenong
PLN24/0004	PlnApp	No	52 Discovery Road DANDENONG SOUTH VIC 3175	Pellicano Investments 4 Pty Ltd	Development of the land for a Warehouse and a reduction in the car parking requirement under Clause 52.06 of the Greater Dandenong Planning Scheme	Industrial 1 Zone, 15912sqm, construction of a warehouse with ancillary office and reduce number of car parking spaces	Delegate	PlanPermit	24/06/2024	Dandenong

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ATT 2.1.2.1 Planning Delegated Decisions Issued – June 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN24/0012	PlnApp	No	349 Springvale Road SPRINGVALE VIC 3171	Kori Tile & Stone Pty Ltd	Use of the land for a place of assembly (Karaoke) and to display internally illuminated business identification signage	Commercial 1 Zone	Delegate	PlanPermit	25/06/2024	Springvale Central
PLN24/0018	PlnApp	No	523 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	Stephen D'Andrea Pty Ltd	Development of the land for a warehouse, creation of access to a road in a Transport Zone 2 and reduction in car parking requirements	Industrial 1 Zone, 5981sqm, construction of warehouse with ancillary office and reduce number of car parking spaces	Delegate	PlanPermit	17/06/2024	Dandenong
PLN24/0025	PlnAppVic	Yes	33 Tatterson Road DANDENONG SOUTH VIC 3175	Fleximake Pty Ltd	Buildings and Works (Shelter) VICSMART	Industrial 1 Zone	Applicant	Withdrawn	28/06/2024	Dandenong
PLN24/0058	PlnApp	No	2-6 McWilliam Street SPRINGVALE VIC 3171	Estate of S Felsner, SD Pearl, KD Joske	Subdivision of the land into three (3) lots and the creation of Party Wall Easements E-2 and E-3 SPEAR	Commercial	Applicant	Withdrawn	19/06/2024	Springvale North
PLN24/0064	PlnApp	No	258 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	Cogency Australia	Use of the land for a Container Deposit Scheme Centre	Industrial 1 Zone	Delegate	PlanPermit	07/06/2024	Dandenong
PLN24/0065	PlnApp	No	43-63 Princes Highway DANDENONG SOUTH VIC 3175	Aiset Australia Sub Tc Pty Ltd	Display of business identification signage	Commercial 2 Zone, business identification sign	Delegate	PlanPermit	06/06/2024	Dandenong

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ATT 2.1.2.1 Planning Delegated Decisions Issued – June 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN24/0091	PlnApp	No	22 Hosken Street SPRINGVALE SOUTH VIC 3172	Bayside Town Planning Pty Ltd	Use of the land for sale and consumption of liquor (restaurant licence)	Commercial 1 Zone	Delegate	NOD	27/06/2024	Springvale Central
PLN24/0098	PlnApp	No	18 Booth Crescent DANDENONG NORTH VIC 3175	SJ Design Studio	Development of the land for one (1) single storey dwelling to the rear of an existing dwelling and to construct or carry out works to the existing dwelling	No response to further information request	Delegate	Lapsed	21/06/2024	Dandenong North
PLN24/0104	PlnApp	No	173-213 Clarke Road SPRINGVALE SOUTH VIC 3172	Diadem	The display of Business Identification and Direction Signage	General Residential 1 Zone, business identification and directional signage	Delegate	PlanPermit	27/06/2024	Springvale South
PLN24/0105	PlnApp	No	71 Scott Street DANDENONG VIC 3175	Diadem	Display of Business Identification and Direction Signage DECLARED AREA	Residential Growth 1 Zone, business identification and directional signs x 3	Delegate	PlanPermit	26/06/2024	Dandenong
PLN24/0106	PlnApp	No	25 Aspen Circuit SPRINGVALE VIC 3171	Jova Drafting Consultants	Use of the land for Industry, buildings and works (mezzanine) and a reduction in car parking requirements	No response to further information request	Delegate	Lapsed	17/06/2024	Springvale North
PLN24/0125	PlnApp	No	1/517 Springvale Road SPRINGVALE SOUTH VIC 3172	Aykon Pty Ltd	Subdivision of the land into three (3) lots SPEAR	Residential	Delegate	PlanPermit	21/06/2024	Springvale South

ATT 2.1.2.1 Planning Delegated Decisions Issued – June 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN24/0126	PlnApp	No	2 Beatrice Street NOBLE PARK VIC 3174	Jova Drafting Consultants	Subdivision of the land into two (2) lots	Residential	Applicant	Withdrawn	18/06/2024	Noble Park
PLN24/0128	PlnApp	No	10 Webb Avenue SPRINGVALE VIC 3171	RD Design and Drafting Pty Ltd	Development of the land for one (1) double storey dwelling to the rear of an existing double storey dwelling	No response to further information request	Delegate	Lapsed	25/06/2024	Springvale North
PLN24/0156	PlnApp	No	1/14 Henry Street NOBLE PARK VIC 3174	H Sun Kim, K Minh La	Subdivision of the land into three (3) lots SPEAR	Residential	Delegate	PlanPermit	17/06/2024	Noble Park
PLN24/0158	PlnAppVic	Yes	240-248 Frankston Dandenong Road DANDENONG SOUTH VIC 3175	Novatec Design	Buildings and Works (Canopy and Outdoor area) VICSMART	Industrial 1 Zone, construct outdoor recreation area	Delegate	PlanPermit	28/06/2024	Dandenong
PLN24/0162	PlnApp	No	53 King Street DANDENONG VIC 3175	B and J Housing Development Pty Ltd	Subdivision of the land into five (5) lots SPEAR	Residential	Delegate	PlanPermit	17/06/2024	Cleeland
PLN24/0168	PlnApp	No	Springers Leisure Centre 400 Cheltenham Road KEYSBOROUGH VIC 3173	City of Greater Dandenong	The display of an electronic, internally illuminated, business identification pylon sign	Public Park and Recreation Zone, LED entrance sign	Delegate	PlanPermit	26/06/2024	Keysborough South

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ATT 2.1.2.1 Planning Delegated Decisions Issued – June 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
PLN24/0192	PlnAppVic	Yes	23-25 Surrey Road DANDENONG NORTH VIC 3175	K Morley	Buildings and Works (Skylight) VICSMART	Neighbourhood Residential 1 Zone, installation of two skylights	Applicant	Withdrawn	19/06/2024	Dandenong North
PLN24/0197	PlnAppVic	Yes	21-23 Hammond Road DANDENONG VIC 3175	Agahi Enterprises	The development of the land for a carport DECLARED AREA VICSMART	Comprehensive Development 2 Zone	Delegate	PlanPermit	21/06/2024	Dandenong
PLN24/0200	PlnApp	No	49-57 Cahill Street DANDENONG SOUTH VIC 3175	Bortoli Wellington Pty Ltd	Subdivision of the land into two (2) lots SPEAR	Industrial	Delegate	PlanPermit	18/06/2024	Dandenong
PLN24/0205	PlnApp	No	542-554 Princes Highway NOBLE PARK NORTH VIC 3174	Form A Sign Pty Ltd	Signage (Business Identification)	Commercial 2 Zone, business identification banner	Applicant	Withdrawn	24/06/2024	Noble Park North
PLN24/0209	PlnAppVic	Yes	2/2 Janine Road SPRINGVALE SOUTH VIC 3172	RST Consulting Pty Ltd	Development of the land for one (1) single storey dwelling on a lot less than 300sqm VICSMART	General Residential 1 Zone	Delegate	PlanPermit	25/06/2024	Springvale South
PLN24/0223	PlnAppVic	Yes	26 Booloora Road SPRINGVALE VIC 3171	M Zhang	Building and Works (Front Fence) VICSMART	Permit is not required for construction of a front fence under Clause 33.01	Delegate	NotRequire	20/06/2024	Springvale Central

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01/07/2024

ATT 2.1.2.1 Planning Delegated Decisions Issued – June 2024

Application ID	Category	VicSmart	Property Address	Applicant Name	Description	Notes	Authority	Decision	Decision Date	Ward
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3 PUBLIC QUESTION TIME

Question Time at Council meetings provides an opportunity for members of the public in the gallery to address questions to the Councillors, Delegates and/or officers of the Greater Dandenong City Council. Questions must comply with s. 4.5.8 of Council's Governance Rules.

QUESTIONS FROM THE GALLERY

Questions are limited to a maximum of three (3) questions per individual. Where time constraints deem it likely that not all questions can be answered within the time allowed for Question Time, the Mayor at his/her discretion may determine only the first question may be presented verbally with others deferred to be managed in the same manner as public questions not verbally presented.

Priority will be given to questions that relate to items on the Council Agenda for that meeting. Questions including any preamble should not exceed 300 words.

- a) All such questions must be received in writing on the prescribed form or as provided for on Council's website and at Ordinary meetings of Council. Where there are more than three (3) questions received from any one individual person, the Chief Executive Officer will determine the three (3) questions to be considered at the meeting.
- b) All such questions must clearly note a request to verbally present the question and must be received by the Chief Executive Officer or other person authorised for this purpose by the Chief Executive Officer no later than:
 - i) the commencement time (7.00pm) of the Ordinary meeting if questions are submitted in person; or
 - ii) noon on the day of the Ordinary meeting if questions are submitted by electronic medium.
- c) A question can only be presented to the meeting if the Chairperson and/or Chief Executive Officer has determined that the question:
 - i) does not relate to a matter of the type described in section 3(1) of the *Local Government Act 2020* (confidential information);
 - ii) does not relate to a matter in respect of which Council or a Delegated Committee has no power to act;
 - iii) is not defamatory, indecent, abusive or objectionable in language or substance, and is not asked to embarrass a Councillor, Delegated Member or Council officer; and
 - iv) is not repetitive of a question already asked or answered (whether at the same or an earlier meeting).
- d) If the Chairperson and/or Chief Executive Officer has determined that the question may not be presented to the Council Meeting or Delegated Committee, then the Chairperson and/or Chief Executive Officer:
 - i) must advise the Meeting accordingly; and
 - ii) will make the question available to Councillors or Members upon request.
 - iii) The Chairperson shall call on members of the gallery who have submitted an accepted question to ask their question verbally if they wish.
- e) The Chairperson, Chief Executive Officer or delegate may then direct that question to be answered by a nominated Councillor or member of Council staff.



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- f) No debate on, or discussion of, a question or an answer will be permitted other than for the purposes of clarification.
 - g) A Councillor, Delegated Committee Member or member of Council staff nominated to answer a question may:
 - i) seek clarification of the question from the person who submitted it;
 - ii) seek the assistance of another person in answering the question; and
 - iii) defer answering the question, so that the answer may be researched and a written response be provided within ten (10) working days following the Meeting (the question thereby being taken on notice).
 - h) Question time for verbal presentations is limited in duration to not more than twenty (20) minutes. If it appears likely that this time is to be exceeded then a resolution from Council will be required to extend that time if it is deemed appropriate to complete this item.
 - i) The text of each question asked and the response will be recorded in the minutes of the Meeting.



4 OFFICERS REPORTS - PART 2

4.1 CONTRACTS

4.1.1 Contract 2324-24 Perry Road Upgrade Stage 2

Responsible Officer: Executive Director City Futures
Attachments: 1. CONFIDENTIAL REDACTED - Business Profile Perry Road Stage 2 Contract AWS Civil [4.1.1.1 - 1 page]

Executive Summary

1. This report outlines the tender process undertaken to select a suitably qualified and experienced contractor for the provision of the **Perry Road Upgrade (Stage 2)** project for the City of Greater Dandenong (CGD).
2. This report recommends that Council awards Contract 2324-24 to All-Waste Pumping Solutions Pty Ltd trading as AWS Civil (ABN: 48 079 889 142) for a fixed lump sum price of Two Million, Five Hundred and Sixty Six Thousand, Nine Hundred & Fifty Dollars and Seventy Five Cents (\$2,566,950.75) including GST of \$233,359.16 and including a Provisional sum of (\$884,238.30 including GST) for specific items detailed on the project Bill of Quantities in the lump sum price breakdown (Civil and Landscape works).
3. This is a Lump Sum Contract and not subject to rise and fall.



Background

4. The primary objective of the project is to reduce congestion and increase road safety along with improved quality and durability of the road pavement to cater for commercial/Industrial traffic on the road.
5. This Contract is for the construction of approximately a 500 metre section of Perry Road between Pacific Drive and Atlantic Drive Keysborough in accordance with the requirements of the Dandenong Industrial Area Extension Developer Contribution Plan (DCP). The works will include road pavement reconstruction, widening, drainage, streetlights, shared user paths and landscaping works.
6. To complement the road construction, landscaping and shared path works will be two other major components which are expected to improve the amenity of the local area.
7. Completing this project will create a safer road environment for motorists, pedestrians, residents, and businesses alike.

Tender Process

8. This tender was advertised in The Age Newspaper and on Council's e-tendering platform on Saturday 25 May 2024 and at the close of tenders at 2.00PM Friday 14 June 2024 eight (8) tender submissions were received as follows:
 - **Ace Infrastructure Pty Ltd – ABN 22 131 093 493**
 - **All-Waste Pumping Solutions Pty Ltd trading as AWS Civil – ABN 48 079 889 142**
 - **The Trustee for Blue Peak Constructions Family Trust trading as Blue Peak Constructions – ABN 88 660 064 079**
 - **CDN Constructors Unit Trust trading as CDN Constructors – ABN 62 884 294 341**
 - **R & C Asphalt Paving Pty Ltd – ABN 96 006 864 179**
 - **Street works Pty Ltd– ABN 40 062 828 853**
 - **TDM Earthworks Pty Ltd – ABN 80 606 123 924**
 - **The Trustee for Pitrelli Family Trust– ABN 13 735 700 431**
9. Tenderers were requested to provide a lump sum price breakdown on the separate Schedule of Items form including a pricing breakdown for both Civil and Landscaping works and pricing for Provisional items.
10. Tenderers were also required to be registered with Rapid Global (Council's Workforce Management Software – Health and Safety Compliance) prior to the tender closing date.

Tender Evaluation

11. The tender evaluation panel comprised Council's Coordinator Civil Projects, Senior Project Manager and Procurement Officer.



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

	Evaluation Criteria	Weighting
1	Price	35%
2	Demonstrated Experience in providing cost effective Engineering solutions for Civil Works	15%
3	Experience in provision of similar Landscaping Works	10%
4	Capability	10%
5	Quality of management and supervision to ensure the required quality level of service is achieved	5%
6	Traffic Management	10%
7	Local Industry	5%
8	Social Procurement	5%
9	Environmental	5%
10	OH&S Systems (Pass / Fail)	Pass / Fail
11	Environmental System (Pass / Fail)	Pass / Fail

13. The Evaluation Criteria 1- 8 are given a point score between 0 (Not Acceptable) and 5 (Excellent) as detailed in the following table.
14. Evaluation Criteria 10 and 11 are given a Pass or Fail via Rapid Global (Council's Workforce Management Software – Health and Safety Compliance).
15. Tenders were ranked by panel members against each criterion. Points were awarded on a scale 0 to 5 based on the score parameters listed below.

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



16. Six (6) conforming submissions were assessed and ranked against all evaluation criteria, to ensure that the tenderers met the standards required for Council contractors. A fail in any criterion would automatically exclude a tenderer from further consideration for this contract. The weighted attribute points scores resulting from the assessment are shown in the following table:

Price Points	Price Points	Non-Price Points	Total Score	OH&S	EMS	Rapid Global
AWS Civil	1.41	2.39	3.80	PASS	PASS	Registered & Compliant in Rapid Global
TDM Earthworks	1.10	1.88	2.98	PASS	PASS	Registered & Compliant in Rapid Global
Blue Peak Constructions	0.88	2.02	2.90	PASS	PASS	Registered & Compliant in Rapid Global
Ace Infrastructure	0.45	2.42	2.87	PASS	PASS	Registered & Compliant in Rapid Global
CDN Constructors	0.28	1.92	2.20	FAIL	FAIL	Registered in Rapid Global – Non-Compliant
R & C Asphalt Paving	0.87	1.16	2.03	PASS	PASS	Registered & Compliant in Rapid Global

17. The following tender submissions were declared Non-Conforming by the evaluation panel.

Streetworks –

- Streetworks did not complete any of Council's NON-PRICE Schedules (Schedules 1 - 15),
- They submitted their pricing for the CIVIL Works component on Council's BOQ spreadsheet but did not supply any pricing for the Landscaping component of this project. (The Landscaping component was to be priced on a separate BOQ Spreadsheet).

The Trustee for Pitrelli Family Trust –

- Pitrelli did not complete any of Council's Tender Schedules (Schedules 1 - 15).

18. At the completion of the tender evaluation process described above, the Evaluation Panel agreed that the tender submission from **All-Waste Pumping Solutions Pty Ltd trading as AWS Civil (ABN: 48 079 889 142)** would provide the best value for money outcome to Council for this contract.
19. The evaluation matrix and other supporting documents have been placed on the relevant tender file.

Note:

The higher the price score – lower the tendered price.

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

Rapid Global - is a third-party pre-qualification and verification system used by Council and ten (10) other Victorian Councils enabling the sharing of OH&S data. It is a Risk and OH&S system where contractors can upload their Occupational Health & Safety, Risk and Environment Plans and Policies in addition to current insurance documents.



Financial Implications

20. This is a Lump Sum Contract.
21. The contract price of \$2,566,950.75 including GST, (\$2,333,591.59 excluding GST) is within the approved budget allocation of \$3,987,410.00 excluding GST.

Social Procurement

AWS Civil

22. AWS Civil is an Australian owned company that allows equal opportunities for all employees – cultural, ethnic, older, with a disability or diverse according to their Equal Opportunity Policy.
23. AWS Civil indicated that they will commit to the employment of disadvantaged people within the City of Greater Dandenong during the term of this Contract.
24. AWS Civil's preference is to deal with local organisations who support social responsibility and who are involved with Social Enterprises, they will also preference any local supply chain companies being engaged in social enterprises.

Local Industry

25. AWS Civil has an office located in Tooradin Victoria and do not currently employ any staff who reside within the Greater Dandenong boundary. AWS Civil has provided the following estimates for local expenditure in the table below.

	LOCAL CONTENT				
Contractor	Labour	Materials	Plant	Supervision	Other
AWS Civil	2% \$30K	25% \$400K	2% \$30K	0% \$0	Total Local Estimated Expenditure \$460K

26. AWS Civil has estimated that the organisation will purchase major items from businesses within Greater Dandenong surrounding and an adjacent municipality.

Community and Stakeholder Consultation

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

Legislative and Policy Obligations

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



Business Profile - Financial and Performance Assessment

30. Council conducted an independent standard financial and performance assessment on AWS Civil. This assessment provides information on the business profile, directors, financial position, ability to service the contract, recently completed projects, and occupational health and safety and quality assurance.

They appear to be a well-established and capable civil construction contractor with a positive financial history and relevant project experience. The report emphasised on security bonds and adherence to payment terms. The summary for the report is provided as confidential attachment to this report.

Conclusion

31. At the conclusion of the tender evaluation process, the evaluation panel agreed that the tender submission from **All-Waste Pumping Solutions Pty Ltd trading as AWS Civil (ABN: 48 079 889 142)** represented the best value outcome for Council and should be accepted due to:

- their conforming and lowest priced tender submission;
- their relevant experience working with Victorian government authorities including Greater Dandenong City Council to deliver the Perry Rd Upgrade Stage 1 project;
- their experience in delivering similar sized projects, qualified and adequate staff resources and appropriate sub-contractor selection;
- AWS Civil are registered and compliant with Rapid Global (Council's Contractor Risk Management Compliance database);
- AWS Civil have received a Pass for their Occupational Health and Safety (OH&S) and Environmental Management Systems;
- AWS Civil have received a sound result for the Standard Financial & Performance Assessment (Procurement) Company Check undertaken by Corporate Scorecard;
- AWS Civil is a triple certified company with Jas-Anz Certification (Joint Accreditation System of Australia and New Zealand, commonly known as JASANZ; and
- AWS Civil are currently at near completion of the Perry Rd Upgrade – Stage 1, encompassing the successful execution of contract 2223-43 valued at \$4,201,020.00 excluding GST with savings. They have demonstrated their capability to deliver the proposed works under contract (WUC). Their workmanship, quality of works delivered, and implementation of Occupational Health and Safety (OHS) measures to date are creditable. In summary, their performance in all facets of Stage 1 of the Perry Road Upgrade Project is very good.
- Overall outcome of the project is satisfactory, and Council has been able to achieve value-for-money outcome.



Officer Recommendation

That Council:

- 1. AWARDS Contract No. 2324-24 for the Perry Road Upgrade (Stage 2) to All-Waste Pumping Solutions Pty Ltd trading as AWS Civil (ABN: 48 079 889 142) for a fixed lump sum price of Two Million, Five Hundred and Sixty Six Thousand, Nine Hundred & Fifty Dollars and Seventy Five Cents (\$2,566,950.75) including GST of \$233,359.16 and including a Provisional sum of (\$884,238.30 including GST) for specific items detailed on the project Bill of Quantities lump sum price breakdown (Civil and Landscape works); and**
- 2. AUTHORISES the Chief Executive Officer to execute the contract agreements and any associated documentation with the successful contractor.**



4.2 POLICY AND STRATEGY

4.2.1 Strategic Advocacy Framework

Responsible Officer: Executive Manager Strategy Growth & Advocacy

Attachments: 1. Strategic Advocacy Framework- Final draft [4.2.1.1 - 16 pages]

Executive Summary

1. Reviewing the previous activities and current challenges indicates the need for a strategic Advocacy framework to strengthen the planning, coordination and efficiency of Council's advocacy activities to maximise Council's success and deliver the best outcome for the community.
2. This report outlines the proposed Strategic Advocacy Framework and recommends a method for developing Greater Dandenong City Council's advocacy priorities over the next 12 months.
3. This report recommends that Council endorses Greater Dandenong City Council's Strategic Advocacy Framework.



Background

4. Local councils are the closest level of government to communities and are best placed to understand and respond to local needs and concerns. The Victorian Local Government Act (1989), as parts of Section 3E and Section 3D, explicitly identifies that Councils have a legitimate role to play in advocating for the needs of their communities and municipalities.
5. Greater Dandenong City Council has a long history of advocating on behalf of the community in pursuit of delivering better services, programs and infrastructure that benefit the municipality. While successful in many of its efforts to affect change, the range of advocacy efforts undertaken across the organisation has been delivered in an ad hoc, distributed, and disconnected manner without structured coordination. It has lacked prioritisation and aligned integration of effort and resources to achieve strategic outcomes.
6. As local governments continue to operate in an era of rate capping and cost shifting, the pressure on councils to respond to their community's needs, and future priorities has increased. As a result, Councils are increasingly moving away from a reactive and ad hoc approach to advocacy and are instead becoming increasingly strategic and tactical. This is evidenced by the number of Victorian councils that have created strategic documents to guide their selection of advocacy priorities and related activities.

Key Points / Issues / Discussion

7. Greater Dandenong City Council's Strategic Advocacy Framework (Framework) establishes the foundation for prioritising advocacy matters and developing strategies and action plans to generate the best outcomes.
8. The objective of the Framework is to ensure that Council undertakes:
 - a strategic approach instead of a reactionary approach.
 - an evidence-based approach in identifying advocacy priorities.
 - better engage with stakeholders and community on advocacy matters.
 - centralised and targeted actions for advocating across different levels of government.
 - a more coordinated approach that capitalises on all opportunities while at the same time is clear about resource requirements and risks associated advocacy.
9. The Framework outlines the guiding principles, prioritisation methodology, and evaluation process.
10. The Advocacy priorities will be developed following the endorsement of the Framework and will be presented to the new Council for approval in mid-March 2025. Once the priorities are identified, an individual action plan will be developed for each of the priorities. The action plans will be presented to Council at the same time as the new Council Plan (2025-29) at the end of June 2025.
11. The advocacy priorities and action plans will be reviewed annually, guided by the evaluation criteria outlined in the Framework.
12. The Greater Dandenong community is at the core of the advocacy efforts. Evidence shows that story telling has the power to create connections to why something matters and motivate people to take actions. Advocacy campaigns, are at their most effective when councils activate communities, mobilising on issues that impact their everyday lives.
13. Council will utilise different platforms to engage with the community throughout the process, ensuring their stories are heard and captured. This implies bringing the community into the conversation early in the determination of priorities so that they can actively drive advocacy campaigns.



Financial Implications

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

Community and Stakeholder Consultation

15. Various engagement methods will be used to develop advocacy priorities and action plans once the Strategic Advocacy Framework is endorsed.

Community Vision and Council Plan

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

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

Legislative and Policy Obligations

17. The Victorian Local Government Act identifies that Councils have a legitimate role to play in advocating for the needs of their communities and municipality.

Section 3E of the Local Government Act 1989 (The Act) states:

(1) The functions of a Council include –

- (a) Advocating and promoting proposals which are in the best interests of the local community;
- (b) Raising revenue to enable it to perform its functions

Section 3D of the Local Government Act 1989 (The Act) states:

(1) The role of a Council includes-

- (a) acting as a representative government by taking into account the diverse needs of the local community in decision making;
- (b) Advocating the interests of the local community to other communities and governments.

Conclusion

18. Greater Dandenong City Council's Advocacy Framework has been developed to guide the Council in establishing advocacy priorities and ensuring the advocacy efforts are strategic and evidence based.

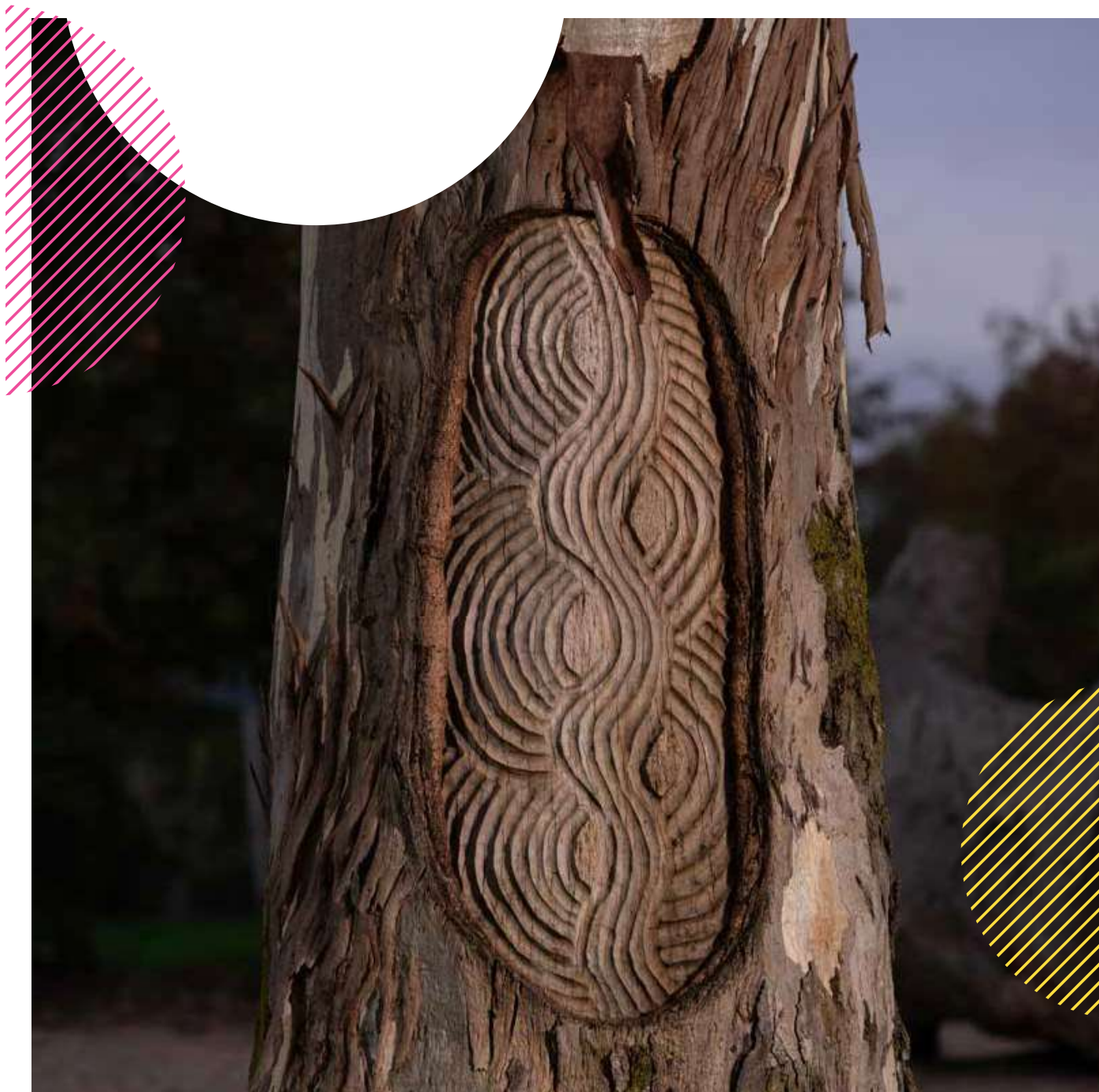
Officer Recommendation

That Council ENDORSES Greater Dandenong Council's Strategic Advocacy Framework as per Attachment 1.

Greater Dandenong Council

Strategic Advocacy Framework





Acknowledgment

Greater Dandenong City Council acknowledges and pays respects to the Bunurong people of the Kulin Nation, as the Traditional Custodians of the lands and waters in and around Greater Dandenong.

We value and recognise local Aboriginal and Torres Strait Islander Cultures, heritage, and connection to land as a proud part of a shared identity for Greater Dandenong.

Greater Dandenong City Council pays respect to Elders past and present and recognises their importance in maintaining knowledge, traditions, and Culture in our Community.

Greater Dandenong City Council also respectfully acknowledges the Bunurong Land Council as the Registered Aboriginal Party responsible for managing the Aboriginal Cultural heritage of the land and waters where Greater Dandenong is situated.



Introduction

Located in Melbourne’s south-east, Greater Dandenong is a vibrant and culturally diverse community of 165,000 people. A centre of regional industry, more than 113,000 people work within our city, with the manufacturing sector providing the most jobs.

Our city is vibrant and diverse, but not without its challenges. This is where Council can play a role that goes beyond roads, rates and rubbish.

Greater Dandenong City Council is committed to strengthening the wellbeing of our residents and supporting our community to reach their ambitions and aspirations. Faced with complex issues and service gaps, Council cannot address our community’s needs alone.

This Greater Dandenong Strategic Advocacy Framework will help Council take a coordinated and strategic approach to representing the varied voices and concerns of our community. This Framework will direct our advocacy efforts towards other levels of government and organisations, providing Council with the tools to achieve positive change, secure funding and investment opportunities, and influence policy reforms for the benefit of our whole community.

This document will ensure the unique knowledge we have of our community is being shared with key decision makers as we take a seat at the table and seek to influence, negotiate and advocate for better outcomes for our community.

Common challenges in Greater Dandenong include low levels of income, high levels of unemployment and high levels of financial hardship, including the rising cost of housing. These and other conditions are matters of concern for Council and are key opportunities for us to advocate to different levels of government to improve circumstances for our residents.



Community Snapshot

Population



165,000
residents in 2024.
Predicted to grow
over the next decade
to **185,000**



615
residents are of
Aboriginal and
Torres Strait
Islander Heritage



over **154**
birthplaces



2/3
of people are
born overseas

24,000
migrants have
arrived since 2016



5,500
immigrants settled
in 2022–23



860
asylum seekers

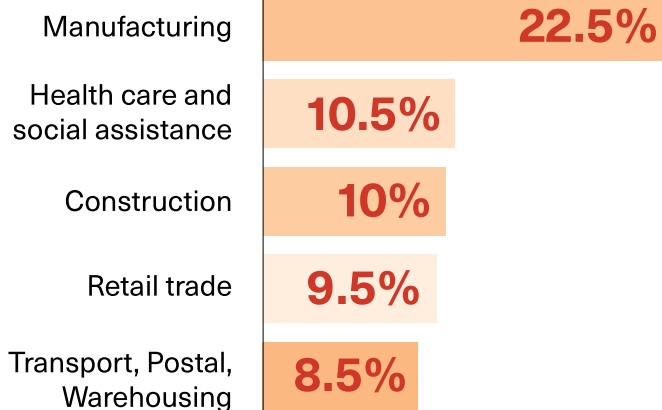
Employment

Unemployment rate
6.5% (2023)



113,000
people work within
CGD, mostly people
living outside the
municipality

Industry Type



Source: Census 2021

Housing



62%

owned or being purchased



2,400

people are homeless or living in severely overcrowded dwellings



1/5

of renting households are at risk of housing related financial stress or homelessness



36%

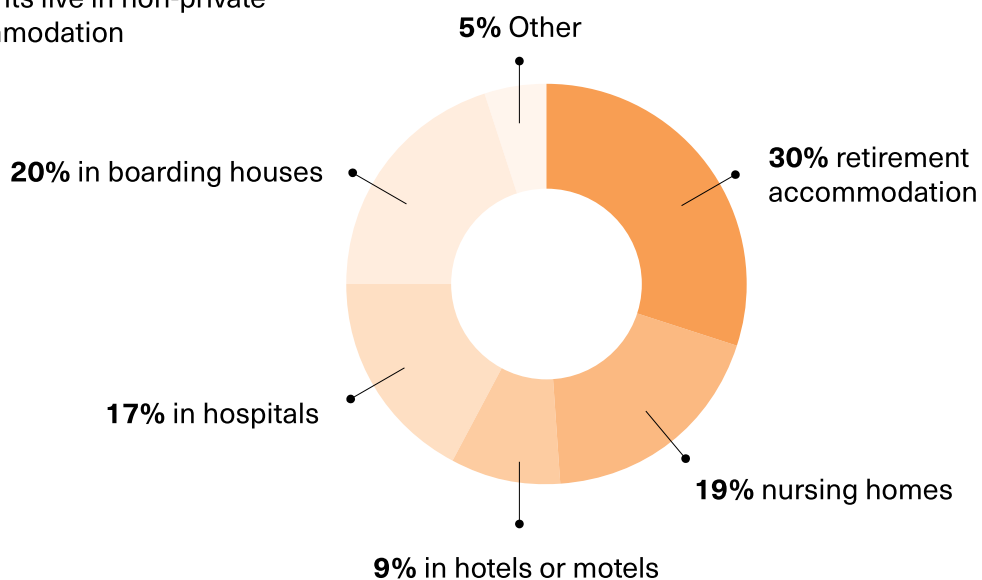
rent



Since 1999 the average cost of a home has increased from **3.2 to 10.4** times the median annual household income

3,390

residents live in non-private accommodation





What is Advocacy?

Advocacy involves representing the views and needs of Council and its community to decision-makers, in order to achieve agreed-upon outcomes. Strategic advocacy is dedicated to pursuing short, medium and long-term results that align with Council's goals and objectives.

Council-led advocacy is key to driving change that not only meets community priorities but can enable a deeper engagement in the ongoing transformation of neighbourhoods and cities.

Why do we Advocate?

The *Victorian Local Government Act (2020)* confirms the role of councils as:

“Requir[ing] to give priority to achieving the best outcomes for the municipal community, including future generations.”

Although Council has always striven to do so, achieving best results for the community has become more challenging as local governments adapt to rate capping and cost shifting by state and federal governments.

Working towards the *Greater Dandenong Community 2040 Vision* and the *Council Plan 2025–2029* requires Council to avoid reactive and ad hoc advocacy in favour of a more strategic and tactical approach.

Scope and Objectives

The Framework lays out the foundation for prioritising advocacy goals and developing advocacy strategies and associated action plans to generate best outcomes to:

- **Shape** public policy
- **Secure** funding and resources
- **Increase** visibility and understanding of issues impacting everyday lives
- **Participate** in matters impacting community



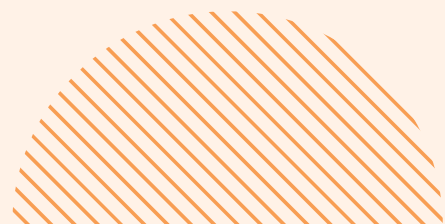
A successful Framework will enable Council to:

- ✓ **Better influence policy and legislation**
 - Ensure Greater Dandenong City Council has a seat at the table with decision makers
 - Ensure community voices are being heard by state and federal governments when forming policy and legislation.
- ✓ **Secure more funding and resources**
 - Raise awareness of Council-led projects with funding bodies and different levels of government
 - Undertake grant submissions that help achieve the goals of the Council Plan and Community 2040 Vision.
- ✓ **Foster greater partnerships and collaboration**
 - Consult and work with the community in our advocacy priorities
 - Form strategic partnerships with other councils on issues affecting the region
 - Connect with politicians and policy-makers, encouraging and assisting them to advocate for our community.
- ✓ **Continue to empower the community**
 - Elevate the voice of grassroots advocacy initiatives that align with the Council Plan.

The objectives of the Framework are to strengthen the planning, coordination, efficiency and effectiveness of Council advocacy to maximise its success and deliver the most favourable outcomes for the community.

The Framework aims to ensure Council undertakes:

- ✓ a **strategic approach** instead of a reactionary approach
- ✓ an **evidence-based approach** in identifying advocacy priorities
- ✓ better **engagement with stakeholders** and community on advocacy issues
- ✓ **centralised and targeted actions** for advocating across different levels of government
- ✓ a more **coordinated and collaborative approach** that makes use of all opportunities, while considering resource requirements and risks associated with advocacy.





Guiding Principles in Developing Council's Advocacy Priorities

Evidence-based decision-making: ensuring actions are based on comprehensive data and research, to address community needs and respond to emerging trends with informed and strategic intention.

Transparency: ensuring processes and decisions are open and pro-actively shared with all stakeholders. By maintaining transparency, Council leads from the front to build trust and accountability, enabling our community to understand and support our advocacy efforts.

Responsiveness: ensuring advocacy is flexible and responsive to emerging issues and stakeholder feedback. This involves being prepared to adjust strategies as new information arises, by listening to, and addressing, the concerns of our community and key stakeholders. Effective responsiveness ensures advocacy remains relevant, timely and impactful.

Community-focused: by engaging and consulting with our community, we place the needs and aspirations of residents at the heart of our advocacy.

Collaborative: partner with stakeholders to ensure support and a consistent voice in advocacy efforts.

Building Strategic Partnerships to Address Advocacy Priorities

Council's advocacy efforts will be focused on addressing the needs and aspirations of the community who live, work or play in the City of Greater Dandenong. These needs may arise from various sources:

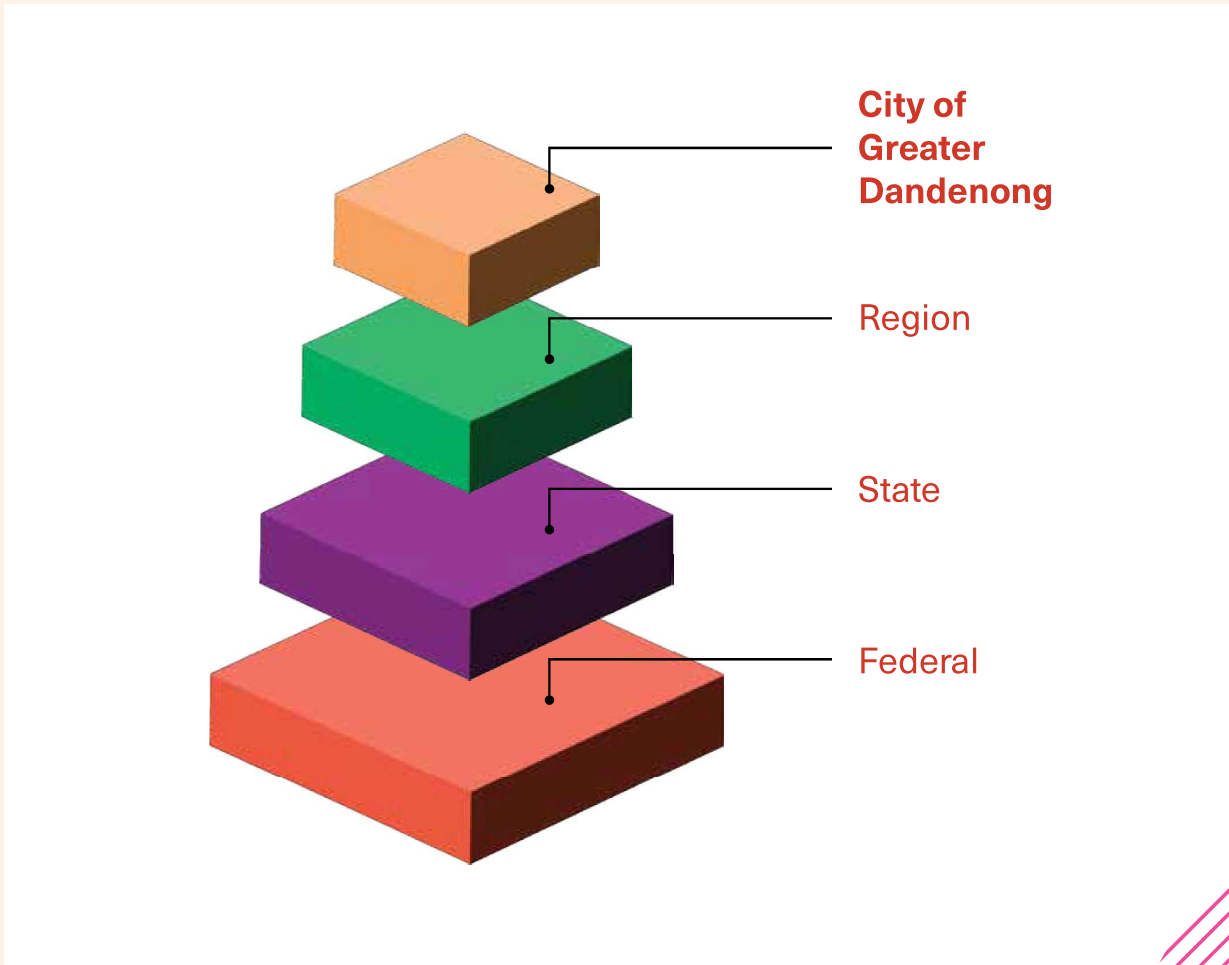
Local needs: Specific requirements of Greater Dandenong residents and businesses including local issues such as infrastructure, health and wellbeing, community priorities, public services and economic development.

By developing strong ties with local community groups, residents and businesses, Council will tailor its advocacy to represent local voices. Evidence shows story-telling has the power to create connections to things that matter and motivate people to take action. Advocacy campaigns are at their most effective when councils activate communities, mobilising them on issues that affect their everyday lives.

Regional issues: Conditions which affect the southeast region, including regional transportation, environmental sustainability and collaborative initiatives with neighbouring municipalities.

By partnering with other councils and regional organisations, Council aligns its advocacy efforts with regional priorities and helps Council and its partners to form cohesive strategies.

State and federal policies: Issues related to interventions or policies of state and federal governments. This involves advocating for or against legislative changes, funding allocations and policy decisions that impact the local community. Council will foster channels of communication with state and federal government officials and agencies to influence state-level decisions and secure funding.





Approach to Setting Advocacy Priorities

Council's Advocacy priorities and corresponding plans will be defined through three main steps:

1. Advocacy Identification

In this step, the issues that need to be advocated to different levels of government or other stakeholders will be identified. The identification process involves:

- **Identifying current and emerging opportunities, trends and issues:** Problems raised in research or by the community will be collected and analysed.

2. Advocacy Prioritisation

Once identified, all advocacy issues will be assessed against comprehensive criteria to determine:

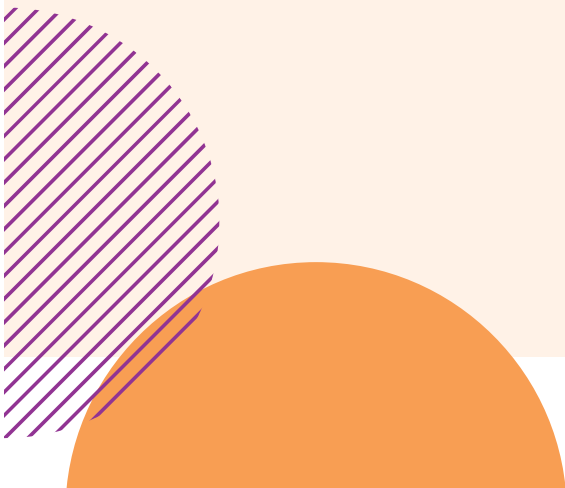
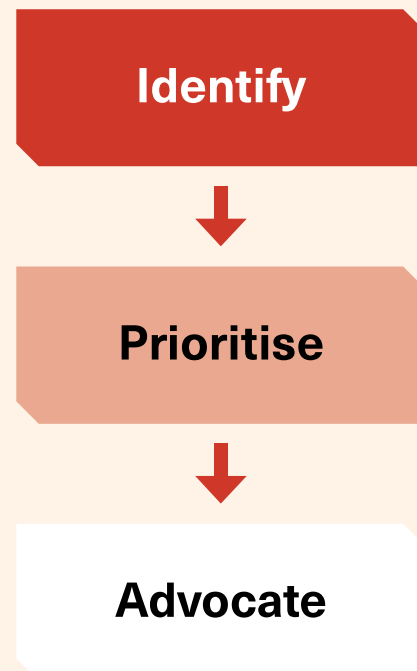
- **Alignment with Community Vision and Council Plan Priorities:** Ensuring that the issues align with the community's vision and the priorities outlined in the Council Plan as well as the Municipal Public Health and Wellbeing Plan.
- **Urgency of Advocacy Issues:** Establishing which issues need immediate attention.
- **Level of Efforts and Engagement required:** Determining the resources required and the extent of stakeholder engagement necessary.
- **Tools Used for Advocacy Campaigns:** Identifying the most effective methods and approach for each advocacy campaign.

3. Develop Action Plans for Each Advocacy Priority

After prioritising the advocacy items, a detailed action plan will be developed for each issue. The action plan will outline:

- **Asks, framing and messaging:** Creating consistent messaging that frames the advocacy priority as a relevant issue with clear and realistic asks.
- **Tactics:** Specifying the tools and resources needed for effective advocacy.
- **Stakeholders:** Mapping key stakeholders and their roles in the advocacy process.
- **Stages:** Breaking down the advocacy process into distinct stages with clear objectives, timelines/engagement and communications schedule.
- **Cost estimations:** Resource allocation for required activities while taking into consideration resource availability and project length.
- **Risks:** Identifying potential risks involved in each advocacy campaign, and mitigation strategies.

Such a process will help to ensure advocacy is strategic, focused and aligned with the goals of the community and Council.



Evaluation and Review

The advocacy process is incremental, making it important to monitor progress along the way. This can help to determine whether we are achieving our intended outcomes and whether advocacy is being conducted in an effective and sustainable manner.

Monitoring advocacy efforts requires flexible benchmarks because successful advocacy activities can be “measured” in a range of ways, from changed lives to improved public policies, from enhanced engagement with stakeholders to secure funding for council projects.

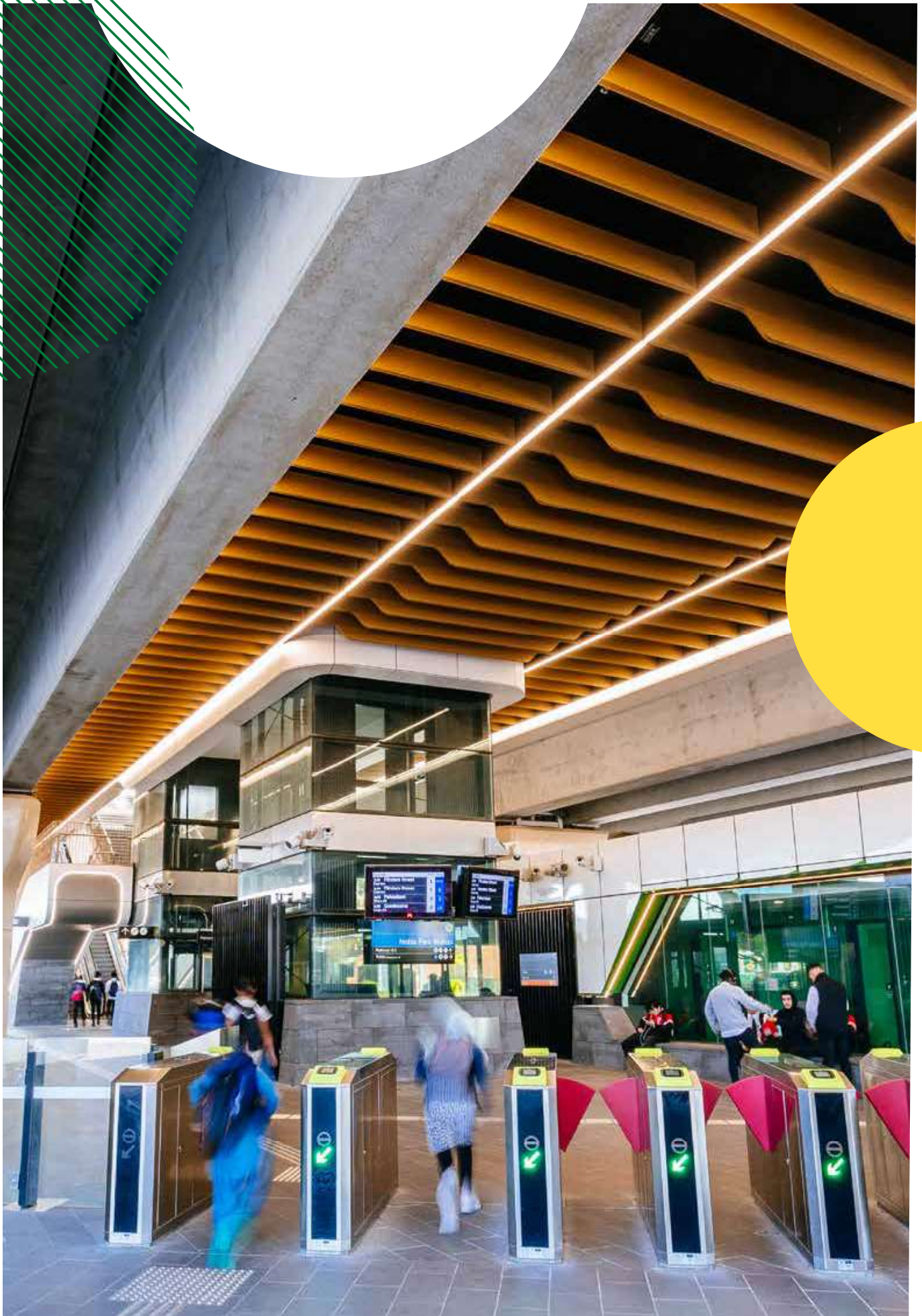
To ensure the advocacy activities are delivered efficiently, the following aspects should be assessed:


- **Effectiveness of advocacy activities:** Monitor the success of advocacy activities in achieving the desired outcomes and influencing policy or securing funding.
- **Capacity building:** Assess the improvement of skills and knowledge within the team and among stakeholders involved in advocacy efforts. Including the number of residents who become involved with or support our campaigns.
- **Relationship development:** Document the quality and number of new relationships or partnerships developed with different levels of government and other stakeholders. It is also important to assess the expansion of advocacy networks, feedback from stakeholders and the ability for additional partnerships.
- **Cost-effectiveness:** Consider the time and cost of advocacy campaigns to ensure they are being conducted in the most efficient way to achieve their goals.

*The Advocacy priorities and the action plans will be reviewed annually to ensure ongoing relevance and effectiveness. Reporting back to the community and to Council is a crucial aspect of this process, as it closes the feedback loop, provides continuous improvement and maintain engagement.

To keep Council informed and aligned, regular briefings will be held to discuss progress and encourage dialogue, ensuring that everyone is on the same page and aware of key connections and stakeholders.

For the community, updates will be provided through annual and quarterly reports, as well as via Council’s communications platforms. This transparent communication will help maintain trust and demonstrate our commitment to addressing the community’s needs and priorities.



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4.3 OTHER

4.3.1 Dandenong Community Hub Project Update

This report was deferred at the Council Meeting of 8 July 2024 so that officers could consider additional feedback. That information has been considered and it is again tabled for Council's consideration.

Responsible Officer: Executive Director City Futures
Deputy Director Chief Engineer & Major Projects

Attachments: Nil

Executive Summary

1. This report provides a project status update on the Dandenong Community Hub (DCH) project.



Background

2. At the Ordinary Council Meeting on Tuesday 11 April 2023 Council endorsed proposed layout Option Two (2) as the preferred base option for the development of the Dandenong Community Hub (DCH).
3. The endorsement committed to further revisions to Option Two (2) utilising a co-design approach to finalise the concept design prior to 30 October 2023, utilising feedback obtained during the November 2022 consultation.
4. The endorsement further noted that, following finalisation of the concept design, Council would then intend to proceed to detailed design in the 2023-24 financial year.
5. In parallel, Council was to continue to participate in the State Government of Victoria's Four-Year-Old Kindergarten/Pre-prep initiative to determine future early years requirements for the City of Greater Dandenong.
6. The Project Architect (Croxon Ramsay Pty. Ltd.) engagement was continued to progress the proposed revisions of Option Two (2).
7. Consultation workshops were undertaken in January and February 2024 with the community, the project Architect and facilitated by an external provider. Across the four (4) community workshops - 33 attendees participated.
8. Round 1 workshops (18 January and 23 January 2024) - provided an opportunity to review the concept design; share the Architect overview of amendments that have been made to the draft concept plans (based on feedback received in 2022); discuss any requested amendments that have statutory implications; and collaboratively develop proposed solutions for incorporation into the draft concept plan.
9. Round 2 workshops (20 February and 22 February 2024) - based on the feedback received from the Round 1 workshops, a revised concept design for the Hub was produced. In the second round of workshops, the community were invited to review and comment on the revised concept design.

Key Points / Issues / Discussion

10. A project progress report prepared by Croxon Ramsay was issued in May 2024. This report outlined the progress to date on the concept design stage of the Dandenong Community Hub (DCH) project.
11. The report contained recommendations from the Architect in order to progress the concept design requesting:
 - Confirmation that Council's traffic engineer will accept a 132 space on grade carpark to the north end of the site - Current engineering advice is that a reduction in parking may be suitable in providing a minimum of 150 spaces, however an exemption would need to be sought under the planning scheme and with ministerial approval, given the full compliance with the planning scheme would require 300 carparking bays.
 - Confirmation that Council will accept the above reduction in carparking.
 - Confirmation that Council accept the larger external play space in the courtyard off Stuart Street.
 - Confirmation that Councils accepts the spatial allocations and arrangement shown in the current concept plan.



- Confirmation of the urban design and landscape works outside the site boundary are to be included in the contract. It was noted that Council is undertaking a Precinct Plan including the subject site, the Dandenong Market, carparking on multiple sites and surrounding streets. This will need to be undertaken before we can consider any urban design options.
 - Confirmation of the extent of further community engagement workshops to be held by CGD, noting that the above items would need to be resolved prior to further workshops.
12. Within Councils 2024-25 Council endorsed budget document, it is noted that the commencement of a Dandenong Market Precinct Master Pplan is also being undertaken in 2024-25 financial year, which will include consideration for the Dandenong Community Hub (DCH) as part of a wider Precinct.
13. The intention of the Dandenong Market Precinct Master Plan is to facilitate Council-led and private sector investments and activate public spaces and places.
14. An independent quantity surveyor estimate has also been undertaken on the current revision of the concept design, which currently estimates the project cost in the order of \$55M - \$63M, subject to confirmation of parking requirements and the level of parking required for the proposed facility.
15. Based on the above, the next steps required to finalise the concept design involve –
- Understanding the broad parking implications for the wider Dandenong Precinct, and if there is an option to utilise existing parking within the Precinct for the Dandenong Community Hub (DCH).
 - Consideration for how the Dandenong Community Hub (DCH) fits within the overall Dandenong Market Precinct Masterplan.
 - Given the current proposed size and scale of the facility, understanding the design options and potential funding strategies available in order to finalise the concept design.
16. Council Officers will undertake the above and provide a status update report to Council in the first half of 2025 with further project updates.

Financial Implications

17. Council currently has an allocation of \$30M in its Long-Term Financial Plan (LTFFP) for the Dandenong Community Hub (DCH).
18. Current independent quantity surveyor estimates on the concept design estimate the project cost in the order of \$55M - \$63M, subject to confirmation of parking requirements and the level of parking required for the proposed facility.
19. Further investigation is required to understand the design options and potential funding strategies available in order to finalise the concept design.



Community and Stakeholder Consultation

20. Extensive community consultation has been undertaken for the Dandenong Community Hub project:

Date	Consultation
Dandenong Community Hub Needs Analysis 2020	Undertaken by Planning for Communities:
	Consultation and Engagement Report (1 June 2020)
	Key Findings Report (21 July 2020)
	Background Report (24 July 2020) <ul style="list-style-type: none"> • Demand Analysis- across service categories and functions • Community Facilities in Central Dandenong – current building and service offerings.
13, 25 and 27 May 2021	First round community workshops hosted.
September - October 2021	Community engagement and consultation for the site and draft concept design was undertaken.
January – March 2022.	From the community engagement and consultation, Croxon Ramsay further developed the concept design for the Dandenong Community Hub.
17 October – 14 November 2022	Additional community engagement and consultation for preferred concept design was undertaken.
January – February 2024	Consultation workshops (4) undertaken. <ul style="list-style-type: none"> • Workshop 1: 18 January and 23 January 2024 • Workshop 2: 20 February and 22 February 2024.

Links to the Community Vision and Council Plan

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

Principle 5: Mind Body and Spirit.

- To value physical, mental and spiritual health by providing safe spaces through programs and events easily accessible and promoted by the community.

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

- A city that respects and celebrates diversity, our history and the arts.
- Provide cultural facilities and infrastructure to meet the communities needs now and into the future.
- A city of accessible, vibrant centres and neighbourhoods.
- Improve access to quality infrastructure and spaces that enhance community participation, encourage visitors and deliver positive health outcomes for current and future generations.
- Create safe, inclusive and well-designed public spaces which encourage community participation.
- Encourage investment and infrastructure improvements through a collaborative approach to creating, enhancing and managing great focused places.



- A Council that demonstrates leadership and a commitment to investing in the community.
- Develop long term plans to effectively manage Council assets.
- Deliver Council's capital works program.
- Maintain Council's resources effectively and efficiently to ensure financial sustainability.

Legislative and Policy Obligations

23. 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.
24. This includes the Overarching Principles of the Local Government Act 2020, where 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.
25. The planning and design of the Dandenong Community Hub (DCH) considered the requirements of the Local Government Act 2020 and the overarching governance principles.

Conclusion

26. This report provides an update on the current status of the Dandenong Community Hub (DCH) project.
27. This report notes the recent community consultation and co-design process undertaken to assist in progressing the concept design for the facility.
28. This report notes that further recommendations have been provided in an Architect report completed in May 2024, highlighting further items that need to be actioned to further progress the concept design.
29. This report notes that the commencement of a Dandenong Market Precinct Master Plan is being undertaken in 2024-25 financial year, which will include consideration for the Dandenong Community Hub (DCH) as part of a wider Precinct.
30. The intention of the Dandenong Market Precinct Master Plan is to facilitate Council-led and private sector investments and activate public spaces and places, as specified in Council's 2024-25 endorsed budget (Section 2.3).
31. This Precinct Masterplan, together with outcomes from the co-design process, Architect recommendations, and project costs will assist in guiding and working through the remaining items to finalise the concept design.
32. A further report and update will be presented to Council in the first half of 2025, as the above items are actioned, as well as outlining the continued process for community engagement.



Officer Recommendation

That Council:

- 1. NOTES the update provided on the Dandenong Community Hub (DCH) project;**
- 2. NOTES the outcomes and recommendations of the consultant Architect report prepared in May 2024;**
- 3. NOTES that the commencement of a Dandenong Market Precinct Master Plan is being undertaken in 2024-25 financial year, which will include consideration for the Dandenong Community Hub (DCH) as part of a wider Precinct; and**
- 4. NOTES that a follow up report will be presented to Council in the first half of 2025 with further project updates.**



4.3.2 Response to Notice of Motion No 37 - Re-evaluation of Meeting Space Allocation for Springvale Districts Football Netball Club

Responsible Officer:	Executive Director Community Strengthening
Attachments:	<ol style="list-style-type: none">1. Notice of Motion No 37 - Re-evaluation of Meeting Space for Springvale Districts Football Netball Club [4.3.2.1 - 1 page]2. Officer Report in Response to Notice of Motion No. 37 - Re-evaluation of Meeting Space Allocation for Springvale Districts Football Netball Club [4.3.2.2 - 13 pages]3. Springvale Reserve - Final Master Plan September 2023 [4.3.2.3 - 1 page]4. Springvale Reserve Master Plan - Implementation Plan [4.3.2.4 - 4 pages]

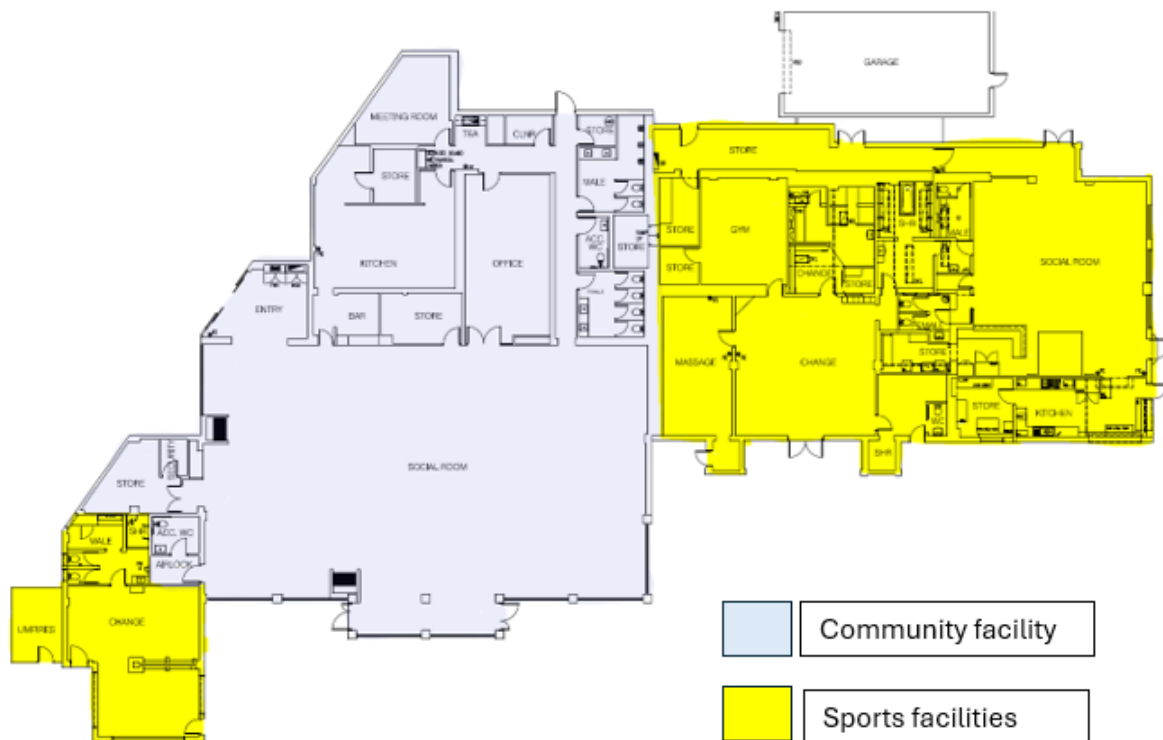
Executive Summary

1. This report responds to Notice of Motion No. 37 - Re-evaluation of Meeting Space Allocation for Springvale Districts Football Netball Club (Attachment 4.2.0.1) which was endorsed at the Council Meeting on Monday 24 June 2024.
2. In establishing options for alternate space allocation Springvale Districts Football Netball Club (SDFNC), this report summarises the history of the facilities at Springvale Reserve, the current arrangement in place with SDFNC and other comparable reserves.
3. It also details Council's current approach to:
 - Community Facility Provision
 - Sports Facility Provision
 - Springvale Reserve Master Plan 2023.
4. While several options are presented for Council consideration, officers recommend 'Option 4', which reduces the current challenges faced by SDFNC (through the provision of additional storage), while also continuing community access to facilities and investment in reserve infrastructure that benefits both the club and broader community.



Background

5. Springvale Reserve is a district-level recreation reserve which caters for a wide range of both formal and informal recreational activities to the community. It is located on the corner of Newcomen Road, Ericksen Street and Harris Street in Springvale. The reserve is approximately 1.0km from Springvale Station and the Springvale Activity Centre.
6. The Springvale Reserve Master Plan 2023, endorsed by Council on 23 October 2023, establishes the long-term vision and direction for the park. The master plan aims to guide future investment into the ongoing provision of sport's infrastructure while aiming to diversify the informal recreational activities and community facilities offered to the community.
7. Two (2) key components of the built infrastructure at Springvale Reserve are the Community facility (sometimes referred to as the function room) and the adjacent sports facilities (sometimes referred to as the sports pavilion and/or social space).
8. To provide clarity to this report, please refer to the below floor plan which highlights the two (2) specific areas referenced in this report.





9. The sports facilities managed by Council's Sport and Recreation department consists of two (2) change rooms with amenities, storages spaces, umpires change rooms, kitchen/canteen, bar, and a 120sqm social space. While not shown in the above floor plan, a heritage listed grandstand sits above the sporting facilities, limiting the scope of any future alterations to the building footprint.
10. The Community facility, which is managed by Council's Civic and Community Facilities department comprises a large function space (290sqm), commercial kitchen, bar, and small meeting room spaces. This is a high-quality facility available for community hire which caters for weddings, dinner dances, private parties, meetings, and education training. The venue is equipped with audio visual and sound equipment, a large dance floor and other equipment to accommodate the various hirers within the community.
11. Due to its multi-purpose functionality and its location in Springvale, the community facility is maintained and serviced at a higher standard when compared to a sporting facility, enabling it to service a range of community needs, including those that sit outside sport and recreation.
12. The sports facilities are allocated to the SDFNC for the winter season and Silverton Cricket Club for the summer season, in line with Council's Sporting Grounds and Pavilions Allocation Policy.
13. **Full historical context and timeline of events can be found in Attachment 2: Officer Report in Response to Notice of Motion No. 37 – Re-evaluation of Meeting Space Allocation for Springvale Districts Football Netball Club.**

Key Points / Issues / Discussion

14. Several factors should be considered in determining Council's preferred future allocation approach for SDFNC. These include:
 - Community Facility Provision
 - Change of Purpose to Community Facility
 - Sports Facility Provision
 - Comparisons to other Sporting Clubs within Council
 - Springvale Reserve Master Plan 2023
 - Springvale Districts Football and Netball Club.
15. **Key considerations relating to each of these factors can be found in Attachment 2: Officer Report in Response to Notice of Motion No. 37 – Re-evaluation of Meeting Space Allocation for Springvale Districts Football Netball Club.**

Financial Implications

16. The financial implications associated with this report are dependent on the option adopted, as outlined in **Attachment 2: Officer Report in Response to Notice of Motion No. 37 – Re-evaluation of Meeting Space Allocation for Springvale Districts Football Netball Club.**
17. It is noted that in the past two years, in line with the Council endorsed Master Plan, Council, with support from the State Government, has invested over \$3.7 million in infrastructure improvements at the reserve, most of which has been to the benefit of the sporting clubs.
18. As part of the Master Plan implementation, Council also has \$740k allocated in the current financial year (FY 2024-25) to deliver upgrades to the sports facility canteen and social room as well as \$140k for detailed design works for the upgrade of the Umpire changing rooms, additional toilets and storage spaces by the newly constructed netball courts and an extension of the car parking provision.



19. Should a decision be made to include the Community function room in the SDFNCs' seasonal allocation, a subsequent report regarding the planned \$740k to upgrade the canteen and social room facilities will be presented to Council for decision.

Community and Stakeholder Consultation

20. No consultation has been conducted regarding this Notice of Motion, except for discussions with the SDFNC.
21. Community and Stakeholder consultation regarding the current use of the community/function room was undertaken in FY 2009. This consultation was a significant factor in Council receiving funding from the State (\$200k) and Federal (\$310k) governments to re-develop the building to make it a multi-purpose community facility, capable of supporting a wide range of local community groups and social events. Council also contributed \$442k to the refurbishment.
22. Officers note that should a change to the existing use of the community/function room facility be preferred, Community and Stakeholder consultation should first be undertaken in accordance with Council's Community Engagement Planning Framework.

Links to the Community Vision and Council Plan

23. This report is consistent with the following strategic objectives from the Council Plan 2021-25:
- A socially connected, safe and healthy city
 - A Council that demonstrates leadership and a commitment to investing in the community.

Legislative and Policy Obligations

24. The applicable obligations considered and applied are:
- Make Your Move Greater Dandenong Physical Activity Strategy 2020-2030
 - Springvale Reserve Master Plan 2023
 - Multipurpose Use of Community Facilities Policy
 - Sporting Grounds and Pavilions Allocation Policy
 - Related Council Policies, Strategies or Frameworks.

Conclusion

25. The current purpose of the Springvale Reserve Community Facility is to provide a multi-use, multi-access social and meeting space, which can support a wide range of local community groups and social events. The building is one (1) of two (2) like facilities located in Springvale and one (1) of six (6) that can accommodate over 150+ people in the municipality.
26. While outdated and undergoing upgrade per the endorsed masterplan, the existing sports facilities allocated to SDFNC as part of their seasonal allocation is 120sqm. When comparing this with other like facilities that service only one (1) oval, SDFNC has more space than other like clubs in the municipality.
27. Should a change to the existing use of the community/function room facility be preferred, Community and Stakeholder consultation should first be undertaken in accordance with Council's Community Engagement Planning Framework.



Officer Recommendation

That Council:

- 1. REAFFIRMS the commitment to ongoing improvement in reserve infrastructure benefits for the club and broader community;**
- 2. ENDORSES 'Option 4' in the attached report, being that current arrangements with Springvale Districts Football Netball Club (SDFNC) remain in place, with the additional club storage;**
- 3. CONTINUES investment in Springvale Reserve per endorsed masterplan; and**
- 4. DIRECTS officers to commence 'next steps' as outlined for 'Option 4' in the attached report.**



5 NOTICES OF MOTION

5.1 NOTICE OF MOTION NO. 37 - RE-EVALUATION OF MEETING SPACE ALLOCATION FOR SPRINGVALE DISTRICTS FOOTBALL NETBALL CLUB

Responsible Officer: Executive Director Community Strengthening
Author: Cr Sean O'Reilly

Preamble

1. The Springvale Districts Football Netball Club (The Club) is an integral part of our community, offering valuable sporting opportunities and fostering community spirit.
2. For several years, the Club has expressed concerns regarding the adequacy of the meeting spaces allocated to them, which will not support their current and growing needs and activities. It is important to ensure that the facilities provided meet the requirements of the Club and support its continued growth and contribution to the community. The Club's substantial growth also includes the impending addition of several netball teams, which will further highlight the inadequacy of the Club's current allocated meeting space.
3. The Club has clearly communicated to Council that the small size and inadequate quality of its current allocation require the Club to lease the Function Room. Consequently, volunteers at the Club are required to spend several hours setting up and packing up the Function Room under limited time restrictions.

Motion

That Council:

1. **reviews the current meeting space allocation for the Springvale Districts Football Netball Club to assess its adequacy in meeting the Club's needs and considers the seasonal allocation of the Function Room to better support the Club's activities and growth, without the requirement to set up and pack up the Function Room; and**
2. **prepares a report with findings and options to be presented at a future Council meeting, expected to be on 22 July 2024, for a decision.**

MINUTE No.1102

Moved by: Cr Sean O'Reilly

Seconded by: Cr Tim Dark

That Council:

1. **reviews the current meeting space allocation for the Springvale Districts Football Netball Club to assess its adequacy in meeting the Club's needs and considers the seasonal allocation of the Function Room to better support the Club's activities and growth, without the requirement to set up and pack up the Function Room; and**
2. **prepares a report with findings and options to be presented at a future Council meeting, expected to be on 22 July 2024, for a decision.**

CARRIED 10 / 0

Officer Report in Response to Notice of Motion No 37- Re-evaluation of Meeting Space Allocation for Springvale Districts Football Netball Club



- City of Greater Dandenong
- July 2024

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SITE CONTEXT

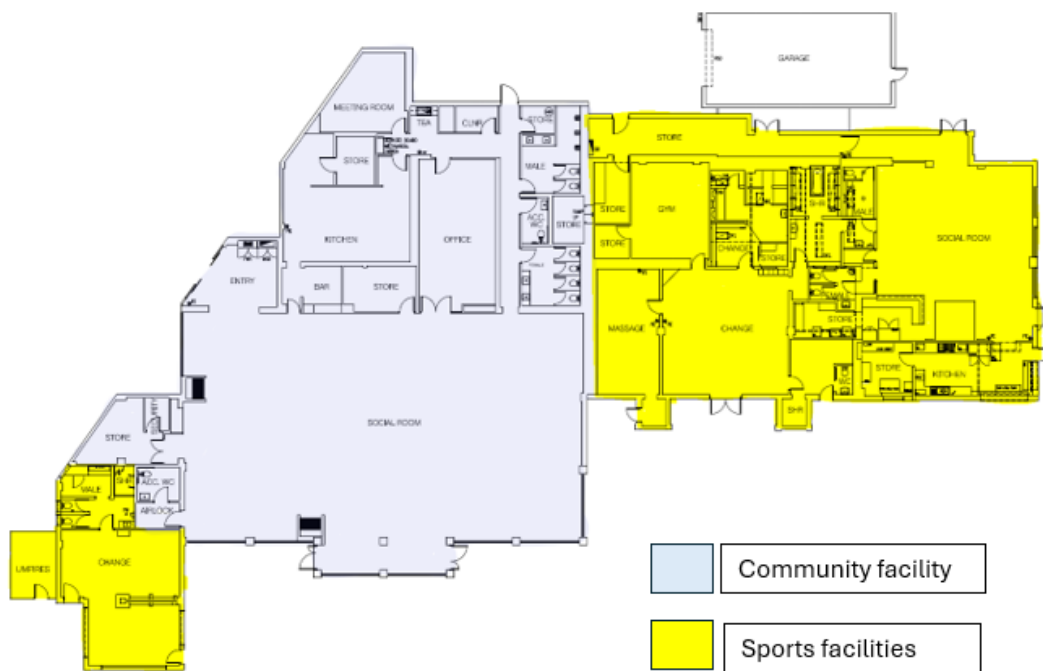
Springvale Reserve is a district-level recreation reserve which caters for a wide range of both formal and informal recreational activities to the community. It is located on the corner of Newcomen Road, Ericksen Street and Harris Street in Springvale. The reserve is approximately 1.0km from Springvale Station and the Springvale Activity Centre.

The Springvale Reserve Master Plan 2023, adopted by Council on 23 October 2023, establishes the long-term vision and direction for the park. The master plan aims to guide future investment into the ongoing provision of sport's infrastructure while aiming to diversify the informal recreational activities and community facilities offered to the community.

Refer to Attachment 3 to view the Springvale Reserve Master Plan 2023 for further site context.

Two (2) key components of the built infrastructure at Springvale Reserve are the Community facility (sometimes referred to as the function room) and the adjacent sports facilities (sometimes referred to as the sports pavilion and/or social space).

To provide clarity to this report, please refer to the below floor plan which highlights the two (2) specific areas referenced in this report.



The sports facilities managed by Council's Sport and Recreation department consists of two (2) change rooms with amenities, storages spaces, umpires change rooms, kitchen/canteen, bar, and a 120sqm social space. While not shown in the above floor plan, a heritage listed grandstand sits above the sporting facilities, limiting the scope of any future alterations to the building footprint.

The Community facility, which is managed by Council's Civic and Community Facilities department comprises a large function space (290sqm), commercial kitchen, bar, and small meeting room spaces. This is a high-quality facility available for community hire which caters for weddings, dinner dances, private parties, meetings, and education training. The venue is equipped with audio visual and sound equipment, a large dance floor and other equipment to accommodate the various hirers within the community.

Due to its multi-purpose functionality and its location in Springvale, the community facility is maintained and serviced at a higher standard when compared to a sporting facility, enabling it to service a range of community needs, including those that sit outside sport and recreation.

The sports facilities are allocated to the Springvale Dandenong Football Netball Club (SDFNC) for the winter season and Silverton Cricket Club for the summer season, in line with Council's Sporting Grounds and Pavilions Allocation Policy.

This report provides a history of the facilities, current community utilisation and options for consideration in the future allocation of the facilities to SDFNC.

BACKGROUND

The following is a historical summary of key events relating to Springvale Reserve:

1980-2008

- Construction of the original community facility, known as the Springvale Sports Club Building, was completed by the Springvale Recreation Club in the 1980's. The Springvale Recreation Club was originally home to the Springvale Football Club (Springvale FC), who commenced at Springvale Reserve in 1915, after originally forming in 1903.
- The facility was initially used for Cabaret and club functions, dinners, and social activities, visiting player change rooms and committee meetings until the club closed. When the club closed the club agreed to surrender its lease on the land (and building) from Council, as the club were no longer using it.
- In 2001, Springvale FC aligned with the St Kilda Football Club until 2008. During this time, the club played at several venues, including Waverley Park, Moorabbin, and Dandenong.
- In 2005, Springvale FC came to an arrangement with the City of Casey, which saw it transfer to the newly-development Casey Fields in Cranbourne East. The club then took on the name of the Casey Scorpions for the 2006 season, which ultimately become the Casey Demons, the reserves team for the Melbourne Demons Football Club in the AFL.
- In 2008, Springvale Districts FC returned to Springvale Reserve and entered a two-year Memorandum of Understanding (MOU) with Council for the use of the original building.

2009 - present:

- In 2009-2010, Council was successful in obtaining State and Federal Government funding (\$200,000 and \$310,000 respectively), to reinvigorate the old and disused community facility infrastructure into a new multi-use, multi-access social and meeting space.
- Council contributed \$442k to the upgrade.
- A significant factor in Council receiving funding from the State and Federal government was to re-develop the building to make it a multi-purpose community facility, capable of supporting a wide range of local community groups and social events.
- The need for these works was based on community and stakeholder engagement, which identified that Springvale needed multi-purpose community facilities for medium sized groups. The key findings from this engagement were:
 - High demand for larger meeting spaces (particularly up to 200 people).
 - The existing local community spaces/facilities were too small and consistently booked out.
 - Kitchen facilities needed to be tailored to allow a range of uses from light refreshments to community-based functions and celebrations.
 - Need for disability access to community and meeting facilities.

- Need for indoor areas that can be opened to outside spaces.
- In 2010, the MOU lapsed between Springvale FC (incl. Springvale Recreation Club) and Council for the use of the building. This MOU acknowledged the club's contribution to the construction of this building and provided access to the club at no cost.
- At the conclusion of the MOU, Council provided the club with limited access to the building for a further twelve (12) months. Once the MOU expired, it was understood the club would be required to meet the costs for future use of this space.
- At the start of 2021, SDFNC approached Council to request that Council and the club enter into a new MOU to reinstate free access to the building, providing them access for a total of seven (7) home games and four (4) functions throughout 2021.
- The club's justification for this request is to generate further income to support their operations, particularly considering the impact of COVID-19 and the space restrictions in place at the time to their existing sports social space.
- Given the multi-use intention of the function room, a further MOU was not entered into with the Club, however, Council agreed to provide access to the building for home games at a significantly reduced rate compared to other community groups. This level of access has continued to the present.

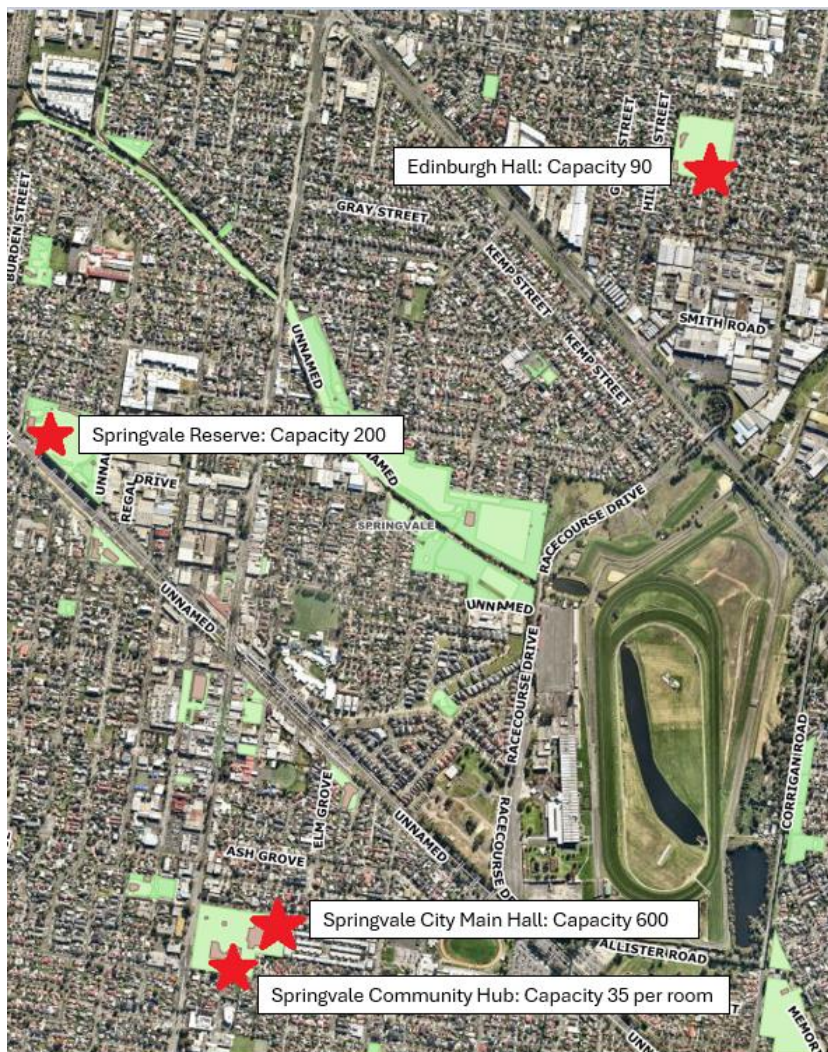
CONSIDERATIONS IN DECISION MAKING

Several factors should be considered in determining Council's preferred future allocation approach for SDFNC. These include:

- Community Facility Provision
- Change of Purpose to Community Facility
- Sports Facility Provision
- Comparisons to other Sporting Clubs within Council
- Springvale Reserve Master Plan 2023
- Springvale Districts Football and Netball Club.

Community Facility Provision

- The community facility at Springvale Reserve is one (1) of six (6) community facilities with a capacity catering to 150+ people with the municipality. The Springvale Reserve community facility is one (1) of two (2) like facilities located in Springvale, with the other being the Springvale City Town Hall (600+ people). The community facility at Springvale Reserve is of strategic importance to the overall provision of community facilities within Springvale. As highlighted below, there are limited facilities owned by Council available to the community to hire for social gatherings or events.



- The main function room is 290sqm and has higher quality components, compared to standard sporting facilities, which includes a commercial kitchen, enabling it to be a facility where cooking is permitted, sound system, projectors and screens and furniture.
- Only one (1) booking per day is accommodated to allow for the cleaning of the facility between bookings to ensure the building is maintained to a high standard to prospective community users and bookings and to allow set-up and pack down time between user groups.
- Council's Civic and Community Facilities team currently manage the function room bookings. In 2023, the function room accommodated 72 community events and activities. At time of this report, the function room has 62 bookings for FY 2024, encompassing a range of community events and activities.

- Consistent with other Civic Facilities, 83% of bookings are on a Friday, Saturday, or Sunday. The below table summarises the type of usage per category, with the seasonal data based on an average from 2023 and 2024. The data includes all bookings, including the SDFNC's bookings.

	2023 # of Bookings	2023 Average Booking size	2024 # of Bookings (YTD)	2024 Average Booking size (YTD)	% Summer Bookings	% Winter Bookings
Birthday Parties	8	150	6	107	14%	7%
Council Events	3	4*	0	0	2%	3%
Cultural Events	35	142	23	142	64%	22%
Religious Events	9	158	12	145	14%	18%
SDFNC	13	88	11	117	0%	35%
Training/ Education Events	2	100	6	70	2%	10%
Funeral Events	0	0	2	110	3%	0%
Weddings/ Engagement Events	2	180	3	137	3%	5%
Total	72	129	62	128	51%	49%

*2023 Council booking size small, however large space was required for sorting and packing goods.

Change of Purpose to Community Facility

Council's Multipurpose Use of Community Facilities Policy states that Council has a responsibility to derive maximum community benefit from its current and future stock of community facilities.

As detailed above, in 2009 Council received funding support from the State and Federal Government that changed the purpose of the community facility from a sports club building to a new multi-use, multi-access social and meeting space, capable of supporting a wide range of local community groups and social events.

If a decision to change the purpose of the facility from a multi-purpose community facility to a dedicated sports club building for the winter season, community consultation is recommended.

Sports Facility Provision

- Council's Sports Facilities Plan provides guidance for the level of provision provided to sporting clubs across the municipality. This plan recommends that each sports pavilion or multi-purpose space provides 100sqm per sporting ground.
- The Australian Football League Preferred Community Facility Guidelines 2024 recommends that 100sqm social space is provided for local level pavilions.
- The existing sports pavilion social space at Springvale Reserve is currently 120sqm and is allocated to SDFNC as part of their seasonal allocation. When comparing this with other like facilities used for AFL that service only one (1) oval, SDFNC has more space than other like clubs in the municipality, as per the below table.

Reserve	Springvale Reserve (Sports Pavilion)	Greaves Reserve (Monohan Pavilion)	Rowley Allan Reserve (Sports Pavilion)
Club	Springvale SDFNC	Dandenong West FNC	Keysborough FNC and Keysborough JFC
Social Space Size	120m ²	85m ²	96m ²
No. of Change rooms	2	2	2
Change room size	Home: 64m ² Away: 30m ²	Home: 26m ² Away: 26m ²	Home: 36m ² Away: 24m ²
No. of Umpires Change rooms	1	1	1
No. of Storage Space	2	2	1
Covered Spectator Viewing	Grandstand Large spectator shelters on northern boundary	Veranda in-front of pavilion only	Veranda in-front of pavilion only
Meeting Room/ Office	Yes	No	Yes
First Aid Room	No	Yes	No
2024 Number of Teams	3 Men's AFL Teams 9 Women's Netball Teams Auskick Program	3 Men's AFL Teams 3 Women's Netball Teams Auskick Program	2 Men's AFL Teams 3 Mixed Junior AFL Teams 2 Women's Netball Teams Auskick Program

- There are numerous pavilions in the municipality which have two (2) or more sporting grounds that have significantly smaller sized social spaces, compared to the 100sqm space which Council aspires to provide. This includes Alan Carter Pavilion (Greaves Reserve) which is 64sqm and the sports pavilions at Lyndale Secondary College and Norman Luth Reserve which are both 84sqm.
- It is noted that club participation trends and rates can fluctuate from season to season, and that sports pavilions within CGD do not aim to provide a social space for an entire club membership, which is consistent with pavilions in other municipalities.

Comparisons to other Sporting Clubs within Council

- Council has several community facilities which are shared between sporting clubs and community user groups. Of these there is a limited number of community facilities which are adjacent to sporting facilities, like Springvale Reserve. Examples include:
 - a. Ian Tatterson Pavilion at Ian Tatterson Leisure Park (Keysborough):
 - The ground floor of the pavilion is dedicated to sport only, with clubs on seasonal allocations or spaces used on a casual basis. The first floor is a large modern function space which is available to book for community use.
 - The sporting clubs which tenant the pavilion have no seasonally allocated access to the function space and are required to casually book and cover costs consistent with other community groups.
 - b. Frederick Wachter Reserve (Keysborough):
 - Tenanted by South East United Football Club. The club are one of the larger soccer clubs in the municipality with over 150 participants across ten (10) teams and the mini-roo's program.

- The club are seasonally allocated to the northern pavilion which has a smaller social space (56sqm).
- This is despite the southern pavilion, on the opposite side of oval one (1), having a significantly larger social space (140sqm) which the club do not have access to.

Springvale Reserve Master Plan 2023

- Council acknowledges that the sports facilities allocated to SDFNC need upgrading to make them fit for purpose and bring them up to modern day standards.
- The Springvale Reserve Master Plan 2023 was adopted by Council on 23 October 2023 and establishes the long-term vision and Council investment into Springvale Reserve.
- Extensive community and stakeholder consultation was undertaken in the development of the Master Plan, with the consultation process structured to inform Councillors and to seek the views of user groups, stakeholders, and the wider community. This process ensured that all viewpoints could be assessed and responded to, alongside an understanding of Council policies and strategies.
- In line with the Council endorsed Master Plan, Council has invested over \$3.7 million over the previous two (2) years, with funding support from the State Government, in infrastructure improvements at the reserve, most of which has been to the benefit of the sporting clubs.
- This includes upgrades to the sports facilities change rooms, sports oval fencing, coaches' boxes, and oval floodlighting. In addition to this, the construction of a new local level playground and two (2) netball courts have been included in the reserve.
- As part of the Master Plan implementation, Council has \$740,000 allocated in the current financial year (FY 2024-25) to deliver upgrades to the sports facility canteen and social room as well as \$140,000 for detailed design works for the upgrade of the Umpire changing rooms, additional toilets and storage spaces by the newly constructed netball courts and an extension of the car parking provision. (Attachment 4.2.0.4: Springvale Reserve Master Plan - Implementation Plan)
- Council intends to put in a submission to the FY 2025-26 annual plan to upgrade the Sports Facilities toilets/amenities, in line with the Council endorsed Master Plan.

Springvale Districts Football and Netball Club

SDFNC are a growing club, committed to creating a unified culture across all teams.

From 2021 to 2024, SDFNC have had a total of three (3) men's AFL teams participating per year. In 2024, the club introduced an AFL Auskick program for this first time, with plans in place to obtain/increase junior members.

From 2021 to 2023, the club have had eight (8) female netball teams, increasing to nine (9) in 2024.

SDFNC booked the community facility/function room at Springvale Reserve eleven (11) times in the 2023-24 financial year for home games and other club functions.

In recognition of the club's growth and ageing facilities, Council has worked in collaboration with the club to assist them with additional bookings throughout the year and has several operational arrangements in place to reduce the financial impact to the club. These include:

- The club is charged a reduced fee of \$300 **per full day** booking/event. The 2023-24 Council Fees and Charges, states that the fees for a community group is \$322.50 **per hour** for the first five (5) hours, then \$64.50 **per hour** after this. The club books the building all day Saturday.
- This is a saving of over \$1764 per event, or \$34k per year based on a booking of twelve (12) hours (8am-8pm).
- If there are no other bookings prior to and/or after the clubs booking, then the club are provided access to set up on a Friday and/or pack down on a Sunday. Council do not charge the club for this time, which is normally charged for all other group bookings.

- The \$300 per event charged to the club covers Council's costs for cleaning.

While the club have been appreciative of these concessions, due to the shared nature of community facility, the club are still required to set-up and pack down their club memorabilia* after each home game or event to allow the community facility to be appropriately cleaned for use by other community groups/hirers.

This is physically burdensome and time consuming for Club Volunteers who, between bookings, transport their memorabilia and furniture approximately 45m between the sports pavilion and the community/function rooms.

* It is noted that the club have full ability to display their memorabilia in the sports facility/social rooms that they are allocated, these restrictions relate to the multi-use community/function room only to enable all hirers to set the room up / decorate per their own requirements.

OPTIONS FOR CONSIDERATION

There are various options available for Council consideration. This report provides five (5) primary options to consider, taking into consideration the interdependencies and strategic context outlined above. These options are detailed in the table below.

	Description	Financial Impact	Community Impact/Risks	Club Impact Risks	Next Steps
1	Exclusive Use through seasonal allocation (Club preference)				
	<p>The club has sole access to the facility from April to September through a seasonal allocation.</p> <p>The Community Function room would not be managed by Council as a multi-use facility as Club would leave their setup in place throughout the season.</p>	<p>Loss of Community booking revenue (\$15,174 in FY 2024) (this is in addition to the \$34k discount currently provided to the club p/a).</p> <p>Need to consider cost to club for usage, in-line with Council's Fees and Charges.</p>	<p>Change to current Facility use / reduction in overall Community Amenity. (Function/Community room no longer available for community use during winter months.)</p> <p>Community and Stakeholder consultation required in accordance with Community Engagement Planning Framework.</p>	<p>Club would be fully responsible for cleaning as has sole access.</p> <p>No restriction on club always displaying memorabilia and leaving furniture set-up during season.</p>	<p>Progress to community and stakeholder consultation.</p> <p>Officers to consider appropriate fees and charges for future Council approval.</p> <p>Officers to prepare a report outlining options relating to current planned upgrades to existing social space and canteen (\$740k allocated in FY 2024-25).</p>

2 Access as per current arrangement with club memorabilia displayed at all times						
2	Club can book function room, per current arrangement. Club memorabilia always installed during the winter season.	Existing impact with Council subsidising access for the club by \$2749 per booking. The standard Community fee for a twelve (12) hour booking is \$3149. (\$34k based on 2023-24 bookings.)	Potential loss of community bookings if space is not neutral for booking - specific setup.	Club to cover the cost for cleaning based on existing (discounted) arrangement.	Progress to stakeholder consultation (previous users re: impact of not having 'neutral' space for individual setup).	
		Could consider 'curtain' type covering, however costs would need to be determined (and/or this could be at clubs cost).		No restriction on club displaying memorabilia at all times during season. Furniture still to be setup/packed down.		Seek quotes for possible 'curtain' solution for future Council approval.
				Potential risk to memorabilia damage or theft from other users, with the club to be liable for any loss/damage.		
3 Access per current arrangement with additional storage						
3	Club can book function room, per current arrangement. Provide a storage space inside the community facility for the club to store memorabilia and furniture when not using community facility. (Note: the existing arrangement requires club to transport between sports pavilion and function room.)	Existing impact with Council subsidising access for the club by \$2749 per booking. (\$34k based on 2023-24 bookings).	No significant impact.	Club would need to set up and pack down for each booking, however, would not need to transport back and forth from sports pavilion, saving time and club resources.	Establish storage opportunities and related costs for future Council approval.	
		Provide a storage space inside/in closer proximity to the Community facility for the club to store their memorabilia and furniture when not using Community facility. Costs would need to be determined (and/or this could be at clubs cost).		No risk to memorabilia from other users.		

4 Access as per current arrangement, with additional storage and ongoing investment as per reserve Master Plan (<i>OFFICER RECOMMENDATION</i>)					
4	Current arrangements remain in place (with additional storage); and Council continues investment per endorsed masterplan.	Council invests capital funding into sport facilities as per endorsed Master Plan.	Per endorsed Master Plan and related process.	Club would need to set up and pack down for each booking, however, would not need to transport back and forth from sports pavilion, saving time and club resources.	Establish storage opportunities and related costs for future Council approval.
		Plus - per option 3, possible storage space inside / in closer proximity to the facility for the club to store their memorabilia and furniture when not using facility.		Ongoing improvement in reserve infrastructure benefits for the club and broader community.	
				No risk to memorabilia from other users.	
5 Access to be charged in line with Council's Fees and Charges for the building					
5	Club to cover full cost of use based on Council's approved Fees and Charges.	Approximately \$34k additional revenue (based on 2023-24 bookings).	Provides consistency across the municipality for the use of community facilities by sporting clubs.	Significantly increased cost to club with decreased access (i.e. currently pre and post event access is provided free of charge when there are no community bookings.)	Provide Club with updated Fees and Charges agreement.
				No risk to memorabilia from other users.	

NEXT STEPS

As per Notice of Motion 37: Re-evaluation of Meeting Space Allocation for Springvale Districts Football Netball Club, Council will consider the above options at the public Council meeting on Monday 22 July 2024.

Final Master Plan September 2023



Springvale Reserve

Opportunities to improve the park include:

1. Constructing a new local playground
2. Providing more informal recreational facilities, such as fitness equipment, picnic facilities, shelters and seating
3. Introducing more walking paths to link all areas of the reserve
4. Improving the dog off-leash park with a shelter and tree planting
5. Greening the park with new tree planting
6. Providing a new car park to service the netball courts, cricket nets and match day games
7. Constructing two new netball courts for training and competition with lighting and a public toilet
8. Upgrading the sports oval lighting to 150lux
9. Installing boxes for coaches and players
10. Upgrading the Springvale social pavilion, the Springvale Reserve grandstand and change-rooms
11. Undertake review of pedestrian safety lighting throughout



Legend:



Proposed tree canopy coverage

- 1 Proposed local playground and picnic area - includes; shelter and BBQ, picnic tables and seating
- 2 Proposed car park expansion - 12 new spaces & 13 existing spaces. To be fenced 1.2m High
- 3 Proposed shared path around perimeter of oval - improved pedestrian connections with priority to safer pedestrian access over parking
- 4 Proposed picnic tables and seats outside kiosk area
- 5 Existing players box
- 6 New coaches box
- 7 Proposed new car park - 31 spaces
- 8 Proposed new storage shed
- 9 Proposed new park entry - new signage and improved access
- 10 Proposed fitness precinct - new ninja warrior circuit, half court with basketball and soccer
- 11 Existing cricket nets - proposed improvements including; new pedestrian connections, safety fence between cricket nets and other facilities
- 12 Proposed netball courts - 2 x courts with player and coach boxes and lighting to both courts
- 13 Existing dog park - proposed improvements including; shelter, path connections, seats and tree planting
- 14 Existing oval - Proposed improvements including; shade to grass embankment, 8m high fence behind goals at each end, upgrade sports lighting to 100lux
- 15 Existing spectator shelters 1 and 2 - proposed improvements including; new bar tables and seats, seal all surfaces and replace back of shelters with semi-transparent screens
- 16 Springvale social pavilion - proposed improvements including; upgrade and renovate social room, canteen and toilets
- 17 Existing Springvale Reserve grandstand and change-room
- 18 Existing public toilets
- 19 New public toilets - proposed to include; ambulant toilet, small change room and store
- 20 Existing and new umpires rooms - upgrade for male and female facilities
- 21 Warm up areas - allows for two teams to warm up separately on game day



ATT 4.3.2.4 Springvale Reserve Master Plan - Implementation Plan

SPRINGVALE RESERVE, SPRINGVALE			
IMPLEMENTATION PLAN WITH OPC AND PROJECT JUSTIFICATION			
September 2023			
The Opinion of Probable Cost is preliminary only to guide the preparation of CIP projects for each of the projects outlined below. The final cost is subject to final design being undertaken for each project.			
ITEM NO.	PROJECT NAME	PRIORITY (years) High (1-4) Medium (5-9) Low (10 plus)	OPINION OF PROBABLE COST (current net value 2022-23)
	OPEN SPACE AND COMMUNITY INFRASTRUCTURE IMPROVEMENTS		
	ROADS, CAR PARKING AND SHARED PATH NETWORK INFRASTRUCTURE		
	Newcomen Road - new eastern carpark Design of Newcomen Road vehicular entry road and new carpark (31 spaces) to service the new netball courts, the existing cricket net, and maintenance access to the sports ground oval.		
1		High	\$30,000.00
2	Newcomen Road - new eastern carpark construction	High	\$360,000.00
	Sub-total Newcomen Road carpark		\$390,000.00
3	Ericksen Street carpark upgrade and expansion - Design	High	\$30,000.00
4	Ericksen Street carpark upgrade and extension	High	\$250,000.00
	Sub-total Ericksen Street carpark upgrade and extension		\$280,000.00
5	Eastern perimeter Pedestrian path lighting (Newcomen Rd to Harris St)	High	\$100,000.00
6	New perimeter gravel path around oval	Medium	\$300,000.00
7	Harris St concrete footpath and entries (2) to connect with oval perimeter path circuit and new Ericksen Street carpark	Medium	\$30,000.00
8	New south eastern path connection New concrete pedestrian path from the south eastern corner of the park connecting to the new carpark, the cricket nets, fitness area, netball courts and the dog off-leash area	Medium	\$100,000.00
9	Path improvements to southern shared path area below cypress trees	Medium	\$50,000.00

ATT 4.3.2.4 Springvale Reserve Master Plan - Implementation Plan

	Sub-total pedestrian path network		\$580,000.00
	Sub-total Roads, Car Parking and Shared Path Network Infrastructure		\$1,250,000.00
	RECREATIONAL, LEISURE AND COMMUNITY FACILITIES		
10	Cricket Nets - new fence at northern end.	High	\$10,000.00
	Sub-total Cricket Net		\$10,000.00
11	Two New Netball Courts with lighting and supporting infrastructure	High	\$740,000.00
	Sub-total Netball		\$740,000.00
12	Oval Floodlighting - Design and Construction of Sports Ground Floodlighting (upgraded to meet training standard of 100 lux LED)	High	\$430,000.00
13	Coaches and Players Boxes renewal including installation of 2x coaches boxes	High	\$50,000.00
14	Oval high protective fencing behind goals	High	\$50,000.00
	Sub-total Oval Upgrades		\$530,000.00
15	Fencing Renewal Harris St (northern) chain mesh (~1.8m) fencing and gates including along the playground frontage and a section of the dog-off-leash frontage	Low	\$50,000.00
16	Fencing Renewal Newcomen (southern) chain mesh (~1.8m) fencing and gates	Low	\$70,000.00
	Sub-total Perimeter Fencing Renewal		\$120,000.00
17	New Local Playground and Picnic Area	High	\$300,000.00
18	New Picnic Area around the new local playground	Medium	\$120,000.00
	Sub-total Neighbourhood Playground and Picnic Area		\$420,000.00
19	New half-court and ninja warrior Design and Installation of half-court and ninja warrior circuit next to the existing cricket net	Medium	\$350,000.00
	Sub-total Fitness Station and Parkour Zone		\$350,000.00

ATT 4.3.2.4 Springvale Reserve Master Plan - Implementation Plan

20	Open Space improvements to south east corner Design and Installation of new landscaping, seating, picnic tables and shelter to south east corner of the park	Medium	\$100,000.00
	Sub-total Fitness Station and Parkour Zone		\$100,000.00
21	Pavilion Canteen outdoor area improvements	Medium	\$100,000.00
	Sub-total canteen outdoor table and seats		\$100,000.00
22	Dog Off Leash Park Improvements	Medium	\$80,000.00
	Sub total		\$80,000.00
23	Park Furniture - seats	Medium	\$40,000.00
	Sub-total Park Furniture		\$40,000.00
24	Wayfinding signage - vehicle and pedestrian Design	Low	\$40,000.00
25	Wayfinding signage - vehicle and pedestrian Construction	Low	\$100,000.00
	Sub-total Wayfinding Signage		\$140,000.00
26	Landscape Tree Planting Plan	Medium	\$5,000.00
27	Landscape Tree Planting Implementation	Low	\$150,000.00
	Sub-total Landscape works		\$155,000.00
	Sub-total Recreational, Leisure and Community Facilities Parks, Open Space and Streetscapes		\$2,785,000.00
	BUILDING WORKS		
28	Springvale Social Pavilion - Social Room Renewal	High	\$50,000.00
29	Springvale Changerooms and Grandstand - Renewal of social male, female and accessible toilets	High	\$140,000.00
30	Springvale Changerooms and Grandstand - Canteen/ Kitchen upgrade	High	\$390,000.00
31	Springvale Changerooms and Grandstand - Umpires room upgrade (female friendly)	High	\$150,000.00
32	Springvale Changerooms and Grandstand - meeting room and first aid room upgrade	Medium	\$100,000.00
	Sub-total Community and Sports Pavilion Building		\$830,000.00
33	Ticket Box Building at Entry Refurbishment	Medium	\$50,000.00
34	New ticket box at the secondary pedestrian gate (optional)	Medium	\$50,000.00

ATT 4.3.2.4 Springvale Reserve Master Plan - Implementation Plan

	Sub-total Outbuilding and Service Infrastructure		\$100,000.00
35	New 2 cubicle public toilet with small change room/storage area - netball court area	High	\$400,000.00
	Sub-total new public toilet / change area		\$400,000.00
36	Spectator Shelters 1 and 2 refurbishment and maintenance	Low	\$200,000.00
	Sub total shelters 1 and 2		\$200,000.00
	Sub-total Building Works		\$1,530,000.00
	TOTAL 10 YEAR INVESTMENT		\$5,565,000.00
	SUMMARY BREAKDOWN		
	Roads, Car Parking and Shared Path Network Infrastructure		\$1,250,000.00
	Recreational, Leisure and Community Facilities & Parks, Open Space and Streetscapes		\$2,785,000.00
	Building Works		\$1,530,000.00
	TOTAL 10 PLUS YEAR INVESTMENT		\$5,565,000.00



4.3.3 Response to Notice of Motion No 38 - LGBTIQA+ Advisory Committee

Responsible Officer: Executive Manager Strategy Growth & Advocacy
Attachments: 1. LGBTIQA Advisory Committee Terms of Reference [4.3.3.1 - 17 pages]

Executive Summary

1. This report seeks approval to put the draft Terms of Reference for the Greater Dandenong LGBTIQA+ Advisory Committee (attachment 1) out for public consultation for a four (4) week period commencing 23 July 2024. Following public exhibition Council will consider the release of Membership Expression of Interest for a four-week period.
2. The report also notes the associated cost required to establish the Greater Dandenong LGBTIQA+ Advisory Committee.
3. At the Council meeting held on 8 July 2024, a resolution was passed that Council:
 - immediately commences the process of establishing a Dandenong-specific LGBTIQA+ Advisory Committee consisting of members of the Dandenong LGBTIQA+ community and relevant stakeholders; and
 - presents a report to the 22 July 2024 Council meeting with the draft Terms of Reference and outlining the estimated costs associated with supporting a Dandenong-specific LGBTIQA+ Advisory Committee.



Background

4. As a continuing member of the Pride in the North Network, Greater Dandenong Council officers in 2023, initiated discussions with neighbouring southeast councils to gauge their interest in establishing an equivalent southeast body. It was envisioned this body could be made up of council representatives and community members, as well as those representing local organisations, peak bodies, and faith groups.
5. It later became apparent there was a greater appetite for a regional network to be simply made up of council representatives, which could subsequently exist alongside individual Council based LGBTIQA+ Advisory Committees or Reference Groups. As a result, the Pride in the Southeast Network was created for local councils to focus on issues relevant to local LGBTIQA+ communities.
6. In February 2024, Council staff continued consultations and benchmarking with other Victorian councils to learn from their experiences in establishing and operating LGBTIQA+ community bodies, such as Advisory Committees or Reference Groups. Council sought to complement this knowledge with local community insights and ideas.
7. As part of a community engagement session in June 2024, Council hosted the Pride Month Morning Tea for LGBTIQA+ communities. During the engagement session, community members voiced their preference for the establishment of a Greater Dandenong LGBTIQA+ Advisory Committee.
8. A Notice of Motion was subsequently endorsed by Council on 8 July 2024 to establish an LGBTIQA+ Advisory Committee. The draft Terms of Reference and a timeline of the next steps for endorsement are attached for Council endorsement.

Key Points / Issues / Discussion

9. Following the development of the draft Terms of Reference for the Greater Dandenong LGBTIQA+ Advisory Committee, it is now proposed to undertake the public consultation to finalise the Terms of Reference. The public consultation is proposed to be undertaken over a four (4) week period commencing 23rd July 2024.
10. This Council Report outlines the following steps to be undertaken in establishing an LGBTIQA+ Advisory Committee:
 - ✓ **22 July 2024** – Council endorses draft Terms of Reference (Attachment 1)
 - ✓ **23 July - 20 August 2024** – Draft Terms of Reference four-week public consultation period.
 - ✓ **26 August 2024** – Finalised Terms of Reference return to Council Meeting for endorsement.
 - ✓ **27 August - 24 September 2024** – Membership Expression of Interest four-week period.
 - ✓ **25 September - 23 October 2024** – Selection process undertaken by recruitment panel. Nominees advised if they have been provisionally selected as members of the Advisory Committee.
 - ✓ **December 2024** – Recommendation of preferred nominees for the LGBTIQA+ Advisory Committee prepared for consideration and endorsement at Council meeting.
 - ✓ **February 2025** – First LGBTIQA+ Advisory Committee meeting conducted.



Financial Implications

11. There are no immediate financial implications associated with commencing the establishment of the Greater Dandenong LGBTIQA+ Advisory Committee that cannot be accommodated within existing budgets.
12. However, should the Greater Dandenong LGBTIQA+ Advisory Committee be established in February 2025, there will be resource implications associated with the day-to-day operation of the Advisory Committee.
13. It is estimated that the below officer time will be allocated for the day-to-day operation of the Advisory Committee:
 - ✓ Community Advocacy Officer responsible for administrative support (Band 5): Approximately 60 hours per year for agenda drafting, minutes taking, Council report drafting, and member support.
 - ✓ Executive Manager Strategic Growth and Advocacy: Approximately 20 hours per year for meeting coordination, agenda and minutes review, and Council report review.
 - ✓ It is estimated the total resource cost for general meetings, excluding additional hours for subcommittee assignments (if applicable) will be approximately \$4,000 per year.

Links to the Community Vision and Council Plan

14. This report is consistent with the following principles in the Community Vision 2040:
 - Safe and peaceful community.
 - Embrace diversity and multiculturalism.
15. 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 Council that demonstrates leadership and a commitment to investing in the community.

Legislative and Policy Obligations

16. 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:
 - Not Applicable

Conclusion

17. Council staff have explored various options for establishing an LGBTIQA+ representative body within the municipality and southeast region. Consultations with other councils revealed a range of existing networks, reference groups, and advisory committees. Local LGBTIQA+ community engagement and consultations indicated a strong preference for creating a Greater Dandenong LGBTIQA+ Advisory Committee.



18. Approval is now sought to release the draft Terms of Reference LGBTIQA+ Advisory Committee for public consultation. Following this, a further Council report will be presented on 26th August for formal adoption of the Terms of Reference. The Expression of Interest process for membership will commence following the endorsement of the Terms of Reference.
19. Recommendations for preferred nominees for the LGBTIQA+ Advisory Committee will be prepared for consideration and endorsement by the new Council in December 2024.

Officer Recommendation

That Council:

1. **ENDORSES the Draft Terms of Reference LGBTIQA+ Advisory Committee as provided in Attachment 1 to this report, for the purposes of community consultation; and**
2. **NOTES the draft Terms of Reference LGBTIQA+ Advisory Committee will be presented for formal Council consideration and approval following completion of the community consultation process.**

(DRAFT) LGBTIQA+ Advisory Committee Terms of Reference

Date Adopted:

Review Date:

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1. Purpose

Establishment of the LGBTIQA+ Advisory Committee aligns with the Greater Dandenong Council Plan and the objectives of Council's Community Engagement Policy and Framework and contributes to Council's strong commitment to engaging LGBTIQA+ communities in a genuine and meaningful way by bringing together local knowledge, expertise, and stakeholders to support Council's decision-making process.

2. Objectives

The objectives of the LGBTIQA+ Advisory Committee are to:

- bring Lesbian, Gay, Bisexual, Transgender and Gender Diverse, Intersex, Queer, Asexual and Aromantic perspectives to Council's decision-making process.
- promote and support Council's roles through engagement and advocacy.
- assist Council to identify, articulate and respond appropriately to the needs, challenges, and aspirations of LGBTIQA+ communities. This may include identifying opportunities for advocacy, projects and partnerships that respond to these needs and aspirations.
- assist in the development and implementation of corporate policies, plans and programs that benefit the community.
- provide input, advice, expertise, lived experience and specialised knowledge to support Council decision making process in timely and effective manner on issues relating to LGBTIQA+ communities.
- give greater prominence and visibility to intersectional LGBTIQA+ community members.
- Inform, consult, and collaborate with relevant Advisory Committees on issues affecting and relating to LGBTIQA+ communities.

3. Term of Appointment

The nominal Term of the Advisory Committee is two years and at the conclusion of their term members may re-apply for membership but may only be appointed for 3 consecutive terms before retiring, unless otherwise resolved by Council.

An individual who has held membership for 3 consecutive terms must take a 12 month break before being eligible for re-appointment.

Requirements for re-appointment of Advisory Committee Members will follow the same selection process as set out in this Terms of Reference.

Members terms of appointment are to be endorsed at an Ordinary Meeting of Council.

4. Role of Advisory Committee

The role of the LGBTIQA+ Advisory Committee is to engage with LGBTIQA+ communities and report to Council by providing appropriate advice and recommendations on matters relevant to the Terms of Reference in order to assist in the facilitation of informed and effective decision-making.

All recommendations made by the Advisory Committee require consideration and endorsement at an Ordinary Meeting of Council before being acted on.

5. Councillor Representatives

The nominated Councillor Representative/s to the LGBTIQA+ Advisory Committee will:

- be appointed by Council at the Annual Statutory Meeting of Council.
- actively participate in Advisory Committee Meetings.
- facilitate communication between the Committee and Council.
- act in accordance with Council's Code of Conduct – Councillors.
- champion the rights of LGBTIQA+ communities.

6. Chairperson

The Chairperson shall be an external non-council member elected by the Committee. The term of the Chair is aligned with the term of the Advisory Committee.

The role of the Chairperson is to ensure:

- all meetings are conducted in accordance with Council's Governance Rule.
- liaise with Council's Executive Manager for Strategic Growth & Advocacy and administrative support officer for the purpose of Agenda and Minute preparation.
- obtain consensus from all advisory committee members when developing recommendations to Council.
- foster a positive working relationship amongst all Advisory Committee members.
- ensure all members are given equal opportunity to participate in Committee discussions.
- keep members informed of developments and activities between meetings.
- present recommendations and feedback to Council as required.
- act in accordance with Council's Code of Conduct – Staff.

7. Council Officer Representative

The Role of the Council Officer (s) representative with voting rights is to:

- liaise with the Chairperson and Council's administrative support officer for the purpose of Agenda and Minute preparation.
- foster a positive working relationship amongst Advisory Committee members and Council.
- keep members informed of developments and activities between meetings.
- present recommendations and feedback to Council as required.
- advise the committee on the progress or outcomes of matters before Council.
- actively participate in Advisory Committee Meetings.
- act in accordance with Council's Code of Conduct – Staff.

8. Committee Member Responsibilities

Specific responsibilities of the LGBTIQA+ Advisory Committee members are to:

- Prepare for, attend, actively participate and be punctual to meetings.
- Provide advice and feedback on issues relevant to their communities.
- Contribute expertise, lived experience and knowledge to Council plans, strategies, policies and frameworks.
- Identify opportunities for advocacy, projects and partnerships that respond to the needs and aspirations of LGBTIQA+ communities.
- Assist in the development and codesign of events, programs, and initiatives for LGBTIQA+ communities.
- Annually evaluate the performance and review the Committee's priorities for the following year.

Conflicts of Interest

Any matter deemed by a member to represent a Conflict of Interest shall be reported to the Chairperson either prior to a meeting or before the specific item is discussed. Disclosure must include the nature of the relevant interest.

A member who has a direct or indirect conflict of interest (i.e. Interest by close association, financial interest, conflicting duty, personal gain or loss) regarding an item to be considered or discussed by the Committee, must leave the meeting and remain absent until the conclusion of the discussion.

The conflict of interest, including the nature of the interest will be recorded in the meeting minutes including the time the member left the meeting and the time they re-joined the meeting.

If a community member nominates for Local State or Federal elections, they must stand down from their position from the time they declare they have nominated until the results of the election are announced. If a member is elected, they will be required to resign from their current position on the Committee.

Media Protocols

All Advisory Committee members must act in accordance with Council's Media Policy and refer all media enquiries to Council's Media and Communication Department for a response.

The Mayor of the day remains the spokesperson for all Council activities, Advisory Committee members are not to represent the Committee or Council to the media or on social media, unless approved by the Manager Media and Communications.

Terms and Conditions

All members of the LGBTIQA+ Advisory Committee will be required to accept and sign the agreed Terms and Conditions as part of their membership.

Disclosure of Personal Details

In accordance with Council's Transparency Policy, member's name, qualifications, and current committee position will be listed on Council's website.

Code of conduct

All members of the LGBTIQA+ Advisory Committee will be required to abide by Council's Code of Conduct - Staff (which includes volunteers).

Authority Constraints

The LGBTIQA+ Advisory Committee has no authority to:

- Expend money on behalf of Council.
- Commit Council to any arrangements.
- Consider any matter outside its area of reference.
- Direct Council Officer in the performance of their duties.

9. Membership and appointment of Community Representatives

Membership

Membership of the Advisory Committee is voluntary, and all members must be over 18 years of age.

The Membership will comprise of:

- Up to 2 Councillor Representatives – appointed at Councils Annual Statutory Meeting.
- Up to 2 Council Officers – from the Strategic Growth & Advocacy Department appointed by the Executive Manager Strategic Growth & Advocacy.
- Up to 9 Community Representatives – appointed by resolution of Council.

Appointment of Community Representatives

Community Representatives will be appointed by Resolution of Council following recommendation by a Selection Panel.

Community Members will be representative of Council's diverse and multicultural community including local groups, agencies, businesses, schools, and local residents.

Appointment of Community Organisation/Group Representatives

Where Council seeks membership from a specific community organisation or group, the organisation or group may nominate their preferred representative by providing written advice to Council.

Resignation, Removal and Vacancies

Members of the LGBTIQ+ Advisory Committee may resign from their position on the committee at any time by providing written notice to the Chairperson of their intention to resign.

Council reserves the right to remove members from their Advisory Committee positions when there is a demonstrated failure to meet the obligations outlined in the Terms of Reference.

Vacancies which arise due to resignation or inability to attend the minimum number of meetings shall be advertised through an ongoing Expression of Interest process on Council's website.

A request received by Council for membership in addition to the appointed members will only be considered if a vacancy exists. Received Expression of Interests for membership will be considered according to the selection criteria set out in this Terms of Reference. Provisional endorsement for membership will be considered for approval at the next Committee meeting and formally submitted for endorsement by Council when the meeting minutes are noted at the scheduled public Council meeting.

Vacancies of organisational or group representatives will be filled by direct nomination of the relevant organisation or group.

If a vacancy arises less than six months before the end of the term, the Committee may resolve to leave the vacancy unfilled for the interim.

Induction

New members will be required to undergo an induction process as soon as possible after their appointment to the Committee to ensure they are familiar with relevant Council documents, process and operating requirements, including but not limited to:

- Overview of Council
- Current Council Plan
- Community Plan 2030
- Budget Process
- Reporting Requirements
- Community Engagement Policy and Framework
- Transparency Policy
- Conflicts of Interest
- Privacy and Personal Data Policy
- Victoria Charter of Human Rights and Responsibilities
- Media Policy
- Appropriate Workplace Behaviours Policy
- Diversity, Access, and Equity Policy
- Code of Conduct – Staff
- Governance Rules

Co-opted Members and Non-Member Attendance

The Advisory Group may invite suitably skilled persons (either professional or community based) to join the group in an advisory capacity for a specific purpose and period of time.

Relevant senior officers across Council Departments may be invited to attend the Advisory Committee to provide advice and input as needed to assist the Committee in their deliberations.

Co-opt members, invited community members and invited council officers do not have any voting rights.

10. Selection Criteria for Community Members

Community representatives of the LGBTIQA+ Advisory Committee must be able to demonstrate the following skills, competencies, interests and experience relevant to the purpose of the Advisory Committee:

- A member of the LGBTIQA+ community or a committed supporter and ally.
- An interest in local community development, including an understanding of social, wellbeing, cultural, linguistic, environmental and economic influences affecting LGBTIQA+ communities.

- Be aware of the activities, interests, and concerns of LGBTIQA+ communities.
- Broad networks and linkages with LGBTIQA+ communities.
- An ability to cooperate with others and work as a team.
- Capacity to embrace diversity and equal opportunity.
- Willingness to provide advice and guidance to Council regarding trends and opportunities amongst LGBTIQA+ communities in community engagement, community development or programs and services within the municipality.
- An understanding of the priorities as identified in the current Council Plan.
- Ability to prepare for and actively participate in scheduled meetings in a positive, fair, and unbiased manner.
- Capacity to act in the best interest of the community at all times and look beyond personal concerns and individual interests.
- Capacity to commit to the Advisory Committee for the required duration and attend the majority of scheduled meetings.
- Willingness to celebrate the success and achievements of the Committee.

11. Community Representation Selection Process

Community representatives of the LGBTIQA+ Advisory Committee will be achieved by calling for nominations. For the initial intake an advertisement will be placed in the local media, on Council's website and other suitable forums.

Suitably qualified and experienced community representatives may be invited to nominate.

A nomination form must be completed by interested representatives and all nominations must be submitted by the published due date prior to being assessed against the Criteria for Community Members.

Officers may seek further information from nominees or their referees as part of the selection process.

A recommendation regarding preferred nominees for the LGBTIQA+ Advisory Committee will be prepared for the consideration and endorsement at an Ordinary Meeting of Council.

Successful Nominees will be formally notified by Council in writing as soon as practical after Council endorsement.

Membership of the LGBTIQA+ Advisory Committee is a voluntary position.

12. Community Member Selection Panel

The selection panel will comprise:

- Executive Manager Strategic Growth & Advocacy or delegate.

- Coordinator Community Advocacy.
- Community Advocacy Officer responsible for administrative support.

Once the LGBTIQA+ Advisory Committee has been appointed, the selection panel will be disbanded.

13. Voting Rights and Decision Making

It is preferable that recommendations of the LGBTIQA+ Advisory Committee are made by consensus however there may be circumstances where a matter is decided by a vote.

Quorum

The quorum for the Advisory Committee must be half plus one, which is the majority of the number of Committee Members with voting rights.

If a quorum is not present within 30 minutes of the schedule start of the meeting the meeting must reconvene at a suitable time.

A quorum must be maintained for voting purposes.

Voting

Each member is entitled to one (1) vote. The Chairperson may exercise a casting vote should this be necessary.

Votes shall be taken by a show of hands and recorded in the minutes of the meeting.

Councillors, Council Officers, and guest who are not members of the committee are not entitled to vote.

14. Scheduled Meetings and Participation

The LGBTIQA+ Advisory Committee will be scheduled quarterly. Additional meetings may be scheduled as agreed by the Committee.

It is intended that each meeting shall not exceed two (2) hours in duration. If a meeting is to extend beyond this time a vote shall be taken by show of hands to decide if the meeting shall continue or be reconvened at another time.

Under special circumstances a meeting may be cancelled, re-scheduled or extended.

All meetings shall be held at a pre-advised location or in a virtual environment as required.

It is anticipated that members will be required to commit a minimum of two hours per month to the activities of the advisory committee.

It is expected that each member of the LGBTIQA+ Advisory Committee will attend at least three of the four scheduled meetings each year.

15. Administration and Reporting of Minutes and Recommendations to Council

Administration Support and Distribution of Agendas and Minutes

The management of the Advisory Committee will be overseen by the Manager, Strategic Growth & Advocacy.

Administration support will be provided by Council's Advocacy Unit to assist the Advisory Committee to function efficiently and effectively, including but not limited to servicing all scheduled Advisory Committee meetings and the timely preparation and distribution Agendas and Minutes.

All Committee Members are able to submit an Agenda item in accordance with the Terms of Reference.

Agenda items must be submitted to Council's (either the Chairperson or Council Officer Representative with Voting Rights) no less than ten (10) days prior to the finalisation and distribution of the agenda.

The Chairperson in consultation with the Council Officer Representative with voting rights will be responsible for coordinating the preparation and distribution of Agendas.

Agendas will be made available to Committee Members no less than five (5) working days prior to a scheduled committee meeting.

Draft minutes will be distributed in a timely manner to all members to ensure accuracy prior to formal endorsement by the Committee at a subsequent meeting.

Minutes will be routinely reported to an Ordinary Meeting of Council for noting.

Attendance and Record of Meetings

All attendance, apologies, conflicts of interests, recommendations and outcomes will be recorded in the Minutes of all meetings held where a quorum is present.

In the event that a member cannot attend, an apology must be received. Future participation of a member may be reviewed for non-attendance of two consecutive meetings without an apology.

Advisory Committee members will be expected to demonstrate their commitment and due diligence by the preparation for, attendance at and active participation in Advisory Committee meetings.

16. Working Groups

Working Groups of the Advisory Committee may be established at the discretion of the LGBTIQA+ Advisory Committee.

Working Groups may be developed to implement particular actions or roles of the Advisory Committee. The establishment of a working group will be conducted under specific objectives and/or expected outcomes and timelines, which will be determined by the Advisory Committee.

The Advisory Committee will determine the role, responsibility, and resourcing of working groups. It will retain the ability to conclude a working group or the group's formal relationship with the Advisory Committee at its discretion and/or at the achievement of its objectives.

17. Reporting and Requirements

The minutes of meetings where a quorum is present must be routinely reported to an Ordinary Meeting of Council for noting.

Periodic progress reports on the activities and outcomes of the Advisory Committee will be reported to a Councillor Briefing Meeting or via the Councillor's weekly newsletter (Infosum).

Additional advice and/or recommendations by the committee may also be provided to Council through Infosum or a scheduled Councillor Briefing Session where appropriate.

18. Confidentiality

Information discussed, received, used or created by the LGBTIQA+ Advisory Committee deemed confidential, must not be disclosed to any person who is not a member of the committee.

Any member who discloses information that they know or should reasonably know to be confidential will be found in breach of the Terms of Reference.

The LGBTIQA+ Advisory Committee must act in accordance with Council's Transparency Policy and the Public Transparency Principles as outlined in the Local Government Act 2020.

19. Freedom of Information

All documents produced by or relating to the Advisory Committee that are not publicly available or deemed confidential are subject to the *Freedom of Information Act 1982*.

20. Breaches

The City of Greater Dandenong by resolution of Council may terminate a Committee member's appointment for breaching the Terms of Reference set out in this document and/or Council's Code of Conduct – Staff/Councillor.

All members of the LGBTIQA+ Advisory Committee will be required to accept and sign the Terms and Conditions statement.

21. Evaluation and Review

A review of the Advisory Committee will be undertaken prior to the end of the Committee's two-year term to ensure the purpose, membership and operations of the committee remain effective and in line with Council objectives.

Appropriate changes to the purpose and outcomes of the LGBTIQA+ Advisory Committee, as well as amendments to the Terms of Reference, may be made as part of the review process for all Council Advisory Committees.

The LGBTIQA+ Advisory Committee Terms of Reference will be reviewed prior to the appointment of a new committee by the Strategic Growth & Advocacy Department and re-endorsed at an Ordinary Meeting of Council, unless otherwise advised by Council.

Council has the right to conclude the Advisory Committee by resolution of Council at any time if it is found that the Committee is no longer beneficial to the needs of the Community.

22. Contact

(Marek Krol – Community Advocacy Officer)
(Strategic Growth & Advocacy)
City of Greater Dandenong
225 Lonsdale Street, Dandenong
PO Box 200
Dandenong 3175
Tel: 8571 1000

council@cgd.vic.gov.au

Terms and Conditions

I agree to:

- ✓ Attend the LGBTIQA+ Advisory Committee meetings and provide apologies in advance where attendance is not possible.
- ✓ Act in an advisory capacity by disseminating authorised information within the community and to provide insight and advice to inform Council.
- ✓ Respect the ideas and beliefs of all members and provide an atmosphere where all members feel comfortable to participate.
- ✓ Contribute in a positive way to finding solutions to issues or concerns.
- ✓ At all times act in good faith, with honesty and integrity and apply the skills and expertise I possess with diligence and care.
- ✓ Represent the views of my organisation, interest group or community and not individual views at odds with my organisation or group.
- ✓ Notify Council of any potential conflict of interest that may arise with respect to my participation on the LGBTIQA+ Advisory Committee.
- ✓ Allow my comments from the meetings to be noted in the written and recorded minutes.
- ✓ Allow Council to promote my participation in the LGBTIQA+ Advisory Committee in order to facilitate community feedback and participation.
- ✓ Not disseminate confidential or personal information that is discussed at the LGBTIQA+ Advisory Committee meetings as advised by the LGBTIQA+ Advisory Committee Chair.
- ✓ Act in accordance with Council's Media Policy and not make any media comment on behalf of Council or the LGBTIQA+ Advisory Committee unless approved by the Media and Communications Department
- ✓ Adhere to the relevant Council Policies and Guidelines.

Signed: _____

Name: _____ Date: _____



4.3.4 Report on Matters Discussed at Councillor Briefing Sessions and Pre-Council Meetings

Responsible Officer: Executive Director Corporate Development
Attachments: Nil

Executive Summary

1. As part of Council's ongoing efforts to improve transparency in Council processes, matters discussed at Councillor Briefing Sessions & Pre-Council Meetings (other than those matters designated to be of a confidential nature) are reported on at Council meetings.
2. The matters listed in this report were presented to Councillor Briefing Sessions & Pre-Council Meetings during the period 17 June – 8 July 2024.
3. This report recommends that the information contained within it be received and noted.



Background

4. The Executive Team and associated staff at Greater Dandenong City Council host Councillor Briefing Sessions and Pre-Council Meeting on a regular basis (weekly) to inform Councillors about the work officers are undertaking, share information, obtain feedback and discuss strategies and options for current and future work.
5. To ensure transparency in this process matters discussed at Councillor Briefing Sessions and Pre-Council Meetings (other than those matters designated to be confidential under the *Local Government Act 2020*) are reported on at Council meetings. This report represents matters discussed at the Councillor Briefing Sessions & Pre-Council Meetings during the period 17 June – 8 July 2024.

Matters Presented for Discussion

Item		Councillor Briefing Session/Pre-Council Meeting
1	<p>Community Feedback on 2024-25 Budget, Long Term Financial Plan Annual & Council Plans</p> <p>Councillors were provided an opportunity to hear from members of the public in attendance to support their budget item request.</p>	Councillor Briefing Session (CBS) – 17 June 2024
2	<p>Major Projects Update</p> <p>(CONFIDENTIAL under section 3(1)(a) & (g) of the <i>Local Government Act 2020</i>)</p>	CBS – 17 June 2024
3	<p>Community Sustainability Advisory Committee</p> <p>Councillors were briefed on the current status of the committee and proposed next steps.</p>	CBS – 17 June 2024
4	<p>Planning Scheme Amendment – C239 250 Fernside, Drive Bangholme</p> <p>Councillors were provided with an overview of the planning scheme amendment prior to a report being tabled at an upcoming Council meeting.</p>	CBS – 17 June 2024
5	<p>Planning Scheme Amendment C244gdan – Consideration for Adoption</p> <p>Councillors were provided with an overview of the proposed planning scheme amendment prior to a report being tabled at an upcoming Council meeting.</p>	CBS – 17 June 2024
6	<p>Greater Dandenong Housing Matters – Homelessness</p> <p>Councillors were provided with a comprehensive overview of housing issues in the City of Greater Dandenong, exploring the multifaceted role of the Council in addressing these challenges. Future reports and presentations will delve deeper into specific issues and strategies to address the issue of homelessness as one of the critical housing matters in the City of Greater Dandenong.</p>	CBS – 17 June 2024



7	General Discussion Councillors and council officers briefly discussed the following items: a) Keysborough South Community Hub; b) Proposed tree removal at 51a Douglas Street, Noble Park; and c) Agenda items for the Council Meeting of 24 June 2024.	CBS – 17 June 2024
8	General Discussion Councillors and council officers briefly discussed the following items: a) Governance and Integrity Bill receiving Royal Assent; b) Related Party Disclosures; and c) Agenda items for the Council Meeting of 24 June 2024.	Pre-Council Meeting (PCM) – 24 June 2024
9	Overview of State and Federal Budgets for Greater Dandenong City Council Councillors were briefed on the impact of the State and Federal budgets on Greater Dandenong City Council. This included a comprehensive budget overview and emerging forces.	Councillor Briefing Session (CBS) – 17 June 2024
10	Housing Matters Councillors were presented with best practices and examples of different approaches Council can take to address housing issues.	CBS – 1 July 2024
11	Large Grants Program 2024 Councillors were provided with an overview of the Community Grants Panel recommendations for the Large Grants Program 2024. Prior to progression of these recommendations in a report for Council to endorse at its meeting on Monday 8 July 2024.	CBS – 1 July 2024
12	General Discussion Councillors and council officers briefly discussed the following items: a) National Housing Summit event in August 2024; b) Recent aquatic centre tour; and c) Agenda items for the Council Meeting of 8 July 2024.	CBS – 1 July 2024
13	General Discussion Councillors and council officers briefly discussed the following items: a) Recent grant funding received for Housing support; b) Greater South East Melbourne launch; and c) Agenda items for the Council Meeting of 8 July 2024.	Pre-Council Meeting (PCM) – 8 July 2024



Apologies

6. Councillor Memeti submitted an apology for the Councillor Briefing Session held on 17 June 2024.
7. Councillors Phillip Danh, Jim Memeti and Sophie Tan submitted apologies for the Pre-Council Meeting held on 24 June 2024.
8. Councillors Phillip Danh, Lana Formoso and Jim Memeti submitted apologies for the Pre-Council Meeting held on 8 July 2024.

Legislative and Policy Obligations

9. Section 9 of the Local Government Act 2020 (LGA2020) states that a Council must in the performance of its role give effect to the overarching governance principles.
10. Reporting on matters discussed at Councillor Briefing Sessions and Pre-Council Meetings gives effect to the overarching governance principles (in particular, section 9(i) of the Local Government Act 2020) in that the transparency of Council actions and information is ensured.

Officer Recommendation

That:

- a) **the information contained in this report be received and noted; and**
- b) **the information discussed at the above listed Councillor Briefing Session on 17 June 2024 that was declared confidential under section 3(1) of the *Local Government Act 2020* in Item 2 above remains confidential until further advisement unless that information forms the subject of a subsequent Council report.**



4.3.5 List of Registered Correspondence to Mayor and Councillors

Responsible Officer: Executive Director Corporate Development
Attachments: 1. Correspondence Received 1-12 July 2024 [4.3.5.1 - 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 1-12 July 2024.

Officer Recommendation

That the listed items for the period 1-12 July 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 07/07/24 & 12/07/24 - for officer action - total = 0

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

Objective

CONNECTED. COLLABORATIVE. COMMUNITY.

Correspondences addressed to the Mayor and Councillors received between 07/07/24 & 12/07/24 - for information only - total = 4

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Currently Assigned
An email from a resident enquiring about the Soccer club that uses the rooms at Tatterson Park and requesting Councillor reply.	03-Jul-24	03-Jul-24	A11107632	Mayor & Councillors Office
A letter to the Mayor from the Hon Melissa Horne MP regarding the Public Libraries Funding Program 2024-2025.	04-Jul-24	04-Jul-24	A11110737	Mayor & Councillors Office
An email from Wellsprings for Women regarding the funding policy by Greater Dandenong Council for Neighbourhood Houses.	04-Jul-24	04-Jul-24	A11109547	Mayor & Councillors Office
An invitation to the Local Women Leading Change - 2024 Handbook Launch.	05-Jul-24	05-Jul-24	A11119632	Mayor & Councillors Office

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



4.3.6 Draft Minutes of Arts Advisory Board Meeting - 28 May 2024

Responsible Officer: Executive Director Community Strengthening

Attachments: 1. Draft minutes of Arts Advisory Board Meeting 28 May 2024 (1) [4.3.6.1 - 5 pages]

Executive Summary

1. At the Council meeting held 23 April 2018, Council resolved in part to *invite Advisory Committees and Reference Groups to submit meeting minutes for Council endorsement*. This resolution also allowed interested Councillors (and those that attend these Committees and Reference Groups) to speak to the meeting about items discussed at these meetings.
2. This report recommends that the Draft Minutes of the Arts Advisory Board meeting held on 28 May 2024 as provided in Attachment 1 to this report be noted by Council.



Background

3. Greater Dandenong Council is represented on a wide range of Committees, Reference Groups and Advisory Groups which frequently reflect the interests of individual Councillors in serving the broader community in their role. A full listing of these appointments is confirmed each November at Council's Meeting to elect the Mayor and Deputy Mayor and is available via Council's website.
4. The resolution of Council made on 23 April 2018 provides for Minutes of meetings held by Advisory Committees or Reference Groups to be submitted to Council for information purposes and for noting. To ensure they are provided to Council in a timely manner, Minutes of these Advisory Committees or Reference Groups are submitted to Council typically in a draft form (in that they have not yet been adopted by the relevant Committee). If significant material changes occur when they are adopted by the Advisory Committee or Reference Group, then those particular Minutes would then be resubmitted to Council for noting.
5. As such, Draft Minutes are provided as Attachment 1 to this report.
6. There are no financial implications associated with the development and submission of this report.

Links to the Community Vision and Council Plan

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

Legislative and Policy Obligations

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



Officer Recommendation

That Council NOTES the Draft Minutes of the meeting for the Arts Advisory Board as provided in Attachment 1 to this report.

Arts Advisory Board Meeting Minutes			
Date	Tuesday 28 May 2024		
Time	6pm – 8pm		
Venue	Walker Street Gallery and Arts Centre		
Chair	Emily Siddons		
Attendees	Emily Siddons (ES), Mish Eisen (ME), Oz Malik (OM), Emma Shearman (ES), Eli Dunlevie (ED) Beth Gregory (BG), Manager Community Arts, Culture and Libraries (CGD), Coordinator Drum Theatre (CGD), Acting Coordinator Arts and Cultural Development (CGD), Coordinator Building Projects (CGD), Projects Manager (CGD).		
Apologies	Cr Rhonda Garad (CGD), Mish Eisen (ME) Leng Te (Chair) (LT), Roh Singh (RS), Jenny Ryssenbeek (JR), Adam Magennis (AM).		
#	ITEM	TIME	LEAD
1.	<p>Welcome - Acknowledgement of Country</p> <p><i>"We acknowledge the Traditional Custodians of this land, the Bunurong People, and pay respects to their Elders past and present.</i></p> <p><i>We recognise and respect their continuing connections to climate, Culture, Country and waters and we also pay our respects and acknowledge all Aboriginal and Torres Strait Islander peoples and their Elders present here today, in acknowledging their journey."</i></p>	2 minutes	Chair
2.	<p>PEP tour A 30-minute tour was provided, and site-specific questions were discussed.</p>	30 minutes	Council officer
3.	<p>Conflicts of Interest No conflicts of interest were declared in relation to the agenda.</p>	2 minutes	Chair
4.	<p>Dandenong New Art (DNA) and Precinct Energy Plant (PEP) updates, Questions and Answers</p> <ul style="list-style-type: none"> Update on the PEP and DNA project and timeframe. PEP definition and future vision were discussed. The outcome of the Co-Design workshop was summarised. PEP concept design will be reviewed by Council, followed by detailed design. Aiming to open the ground floor next year. PEP naming and overarching branding was discussed. Names will be discussed with relevant parties including the Bunurong Land Council. DNA as a state-of-the-art space, showing floorplans of the first and second floors, picking up from 25% completion. Questions were raised about DNA lighting grid and collections. Collection is not currently planned for DNA. 	30 minutes	Council officer

	<ul style="list-style-type: none"> Funding models, focus on emerging artists and prices of existing works were discussed. Bringing in guest curators was suggested. Consultation has occurred with ACMI and Swinburne on the digital facade, which is being sought as part of the Public Art projects. Questions about wayfinding, signage and organiser were raised. 		
5.	<p>Creative Infrastructure Working Group</p> <ul style="list-style-type: none"> Working group members provided self-introductions. Strategic priorities for the working group were discussed, including the creative ecosystem, unified projects, targeting and building audiences. Priorities and focus for next year's quarterly meetings were outlined. Extensive workshops may be considered. Setting up creative infrastructure, rough ideas and milestones were discussed. Reviewing and providing a think tank of resources to help structure plans were suggested. Drum Facade project is subject to securing funding/grants. Indigenous heritage and reimagining ideas for the facade were discussed. Partnership, sponsorship and pitching for partners/venues was raised, working as a precinct. Discussions on opening the PEP ground floor, delivering the message and pre-launch plan. The importance of matching business plans to building plans was emphasised, considering target audiences and their needs (e.g. schools). It was noted school children were forgotten in some previous planning outside of CGD. It is important to consider community values and engaging young migrants. Flexibility of buildings to adapt to changes was raised. Audience research is planned to be completed by the end of November. PEP will only open on the ground floor initially (max 50 people at a time). The importance of considering relationships between venues and spotting connection opportunities was noted. 	15 minutes	Chair/ All
	<p>Farewell to the working group members.</p> <ul style="list-style-type: none"> Share the notes tonight to everyone, include the discussed working group strategic goals. 	1 minute	Chair
6.	<p>Apologies, Staffing updates</p> <ul style="list-style-type: none"> Council's Arts Programming and Promotions Officer will be on parental leave for 12 months. A suitable replacement has been engaged. 	5 minutes	Chair / Council officers

<p>7.</p>	<p>Review of Minutes The minutes of the previous Arts Advisory Board Meeting on 27 February 2024 were to be reviewed at home. <i>Documents: Arts Advisory Minutes 240227</i></p>	<p>5 minutes</p>	<p>Chair</p>
<p>8.</p>	<p>Working Group Chair Reports</p> <p><u>Public Art Working Group (update)</u></p> <ul style="list-style-type: none"> • The Public Art Projects Lead has established solid relationships, leading to successful project outcomes. • Expressions of interest are being sought from artists for a temporary artwork on the Drum Theatre Façade, with the selected concept used to seek external funding. • Stage One of the Muderra Way First Nations Public Artwork, featuring asphalt artworks in Noble Park, was completed in collaboration with artists and the Bunurong Land Council. • Stage Two of the Muderra Way project, involving railway pillar artworks, is being delivered in partnership with Metro and the Department of Transport and Planning, with completion expected in December 2024. • A vibrant public artwork by artist Olana Janfa, extending from an upcoming Walker Street Gallery exhibition, has been installed in the Dandenong Key Activity Centre. • The Keshava Community Mural, depicting a village in Albania, was completed in March. • Funding was secured for stage one of the Pillars of Freedom renewal project, and a bid was submitted for stage two. • The Commemorative Park Mosaic Mural renewal project is in the scoping phase, with a Public Art conservator and the original artists providing recommendations. <p><u>Community Connection Working Group (update)</u></p> <ul style="list-style-type: none"> • New members from diverse backgrounds have joined, bringing a spread of expertise. • Key interests of the group include identity, celebrating connection across different demographics, making the arts accessible (not just for the privileged), involving local businesses. • Interests in music scene, public performance avenues, and Council targeting of international events/audiences. • Importance of consulting Arts Team and advocating for people to work with them. • Lack of digital connection in community promotion was noted. • The Arts Tour Bus connecting different councils was seen as a positive implementation of previous discussions. • Discussion on expanding the Arts Tour Bus program with other local governments and having special collaborative tours with other leading organisations. • Suggestion for the group to meet at the Drum in June. • The idea of an 'Arts Pass' to promote theatre shows across councils was raised. • The importance of involving local businesses when other councils visit Dandenong for events was emphasised. 	<p>15 minutes</p>	<p>Chair/ officers/ OM/All</p>

<p>9.</p>	<p>Service Updates & Discussion</p> <p><u>Upcoming events, projects and initiatives</u></p> <ul style="list-style-type: none"> • The Drum doesn't have a lot of programming currently but is still exploring ideas, including bilingual Storytime/craft for children to draw Springvale audiences. • National Tour and Victorian Ballet events are coming up. Invitations to be sent for Opera Australia. • The Drum DL flyers are produced every 3 months. • The Drum supports diverse community productions. • The Arts Team is working on activating the Drum Foyer as exhibition space and providing arts offerings to current audience members. • Discussion on whether Melbourne Fringe has ever used the Drum. Potential to consider for the future, keeping in mind the Drum's 20th anniversary in 2026. • The Arts Team is applying for Creative Victoria's Visual Arts and Craft Strategy (VACS) Major Commissioning grant through artists Wona Bae and Charlie Lawler. If successful, it will help to create commissioned artworks for DNA/PEP. • The Arts Team joined forces with Sangam in participating in the World School organised by Museum Van Loon, Amsterdam. The Team aims to host next year's online program as part of the HOME25 exhibition. • The Arts Team delivered educational programs including school tours and tours for people with disabilities. Kids' signage is being developed. • The Arts Team is developing an internship program with leading educational institutions. <p><u>Audience Engagement project</u></p> <ul style="list-style-type: none"> • Possibility to begin in July through to October/November. • Communications and questions are being worked on at the moment. • The external consultant's role is currently being clarified before issuing a Request for Quotation. • Besides using CGD's consultation platforms, we are seeking 'Audience Champions'. 	<p>10 minutes</p>	<p>Council officers</p>
<p>10.</p>	<p>Sector Updates</p> <ul style="list-style-type: none"> • The concerning statistics from the Creative Victoria artists report, with only nine percent working full-time on their practice, demonstrating challenges with sustainability. • The trend of big immersive/projection projects taking over from traditional galleries and institutions. • Commercial projects are hard to compete with. 	<p>5 minutes</p>	<p>All</p>
<p>Other Business</p>			
<p>11.</p>	<p>Other Business N/A</p>	<p>5 minutes</p>	<p>Chair</p>
<p>12.</p>	<p>Next Meeting Next meeting is scheduled for Tuesday 27 August 2024 at the Drum Theatre.</p>	<p>1 minutes</p>	<p>Chair</p>

13.	Meeting closed at 8pm		
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4.3.7 Draft Minutes of Springvale Community Hub Committee Meeting - 4 April 2024

Responsible Officer: Executive Director Community Strengthening
Attachments: 1. Draft Minutes Springvale Community Hub Committee 20240404 [4.3.7.1 - 4 pages]

Executive Summary

1. At the Council meeting held 23 April 2018, Council resolved in part to *invite Advisory Committees and Reference Groups to submit meeting minutes for Council endorsement*. This resolution also allowed interested Councillors (and those that attend these Committees and Reference Groups) to speak to the meeting about items discussed at these meetings.
2. This report recommends that the Draft Minutes of the Springvale Community Hub Committee meeting held on 4 April 2024 as provided in Attachment 1 to this report be noted by Council.



Background

3. Greater Dandenong Council is represented on a wide range of Committees, Reference Groups and Advisory Groups which frequently reflect the interests of individual Councillors in serving the broader community in their role. A full listing of these appointments is confirmed each November at Council's Meeting to elect the Mayor and Deputy Mayor and is available via Council's website.
4. The resolution of Council made on 23 April 2018 provides for Minutes of meetings held by Advisory Committees or Reference Groups to be submitted to Council for information purposes and for noting. To ensure they are provided to Council in a timely manner, Minutes of these Advisory Committees or Reference Groups are submitted to Council typically in a draft form (in that they have not yet been adopted by the relevant Committee). If significant material changes occur when they are adopted by the Advisory Committee or Reference Group, then those particular Minutes would then be resubmitted to Council for noting.
5. As such, Draft Minutes are provided as Attachment 1 to this report.
6. There are no financial implications associated with the development and submission of this report.

Links to the Community Vision and Council Plan

7. This report is consistent with the following principles in the Community Vision 2040:
 - Safe and peaceful community.
 - Embrace diversity and multiculturalism.
 - Sustainable environment.
 - Art and culture.
8. This report is consistent with the following strategic objectives from the Council Plan 2021-25:
 - A socially connected, safe and healthy city.
 - A city that respects and celebrates diversity, our history and the arts.
 - A city of accessible, vibrant centres and neighbourhoods.
 - A Council that demonstrates leadership and a commitment to investing in the community.

Legislative and Policy Obligations

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



Officer Recommendation

That Council NOTES the Draft Minutes of the meeting for the Springvale Community Hub Committee as provided in Attachment 1 to this report.



Springvale Community Hub Committee Meeting Minutes	
Date	Thursday 4 April 2024
Time	5.45pm (for a 6pm start) to 7.30pm
Venue	Springvale Community Hub, Community Meeting Room 7 and online
Chair	Matthew Kirwan
Attendees	Matthew Kirwan (MK) (Acting Chair) Gaye Guest (GG) Zoë Mohl (ZM) Vinh Luong (VL) Elena Sheldon (ES) Cr Richard Lim (RL) – City of Greater Dandenong (CGD) Manager Community Arts, Culture and Libraries (CGD) Acting Community Precincts Strategic Operations Coordinator (CGD) Acting SCH Community Development Officer (CGD)
Apologies	Louisa Willoughby, Silvia Mastrogiovanni, Chris Keys

Item #	Item	Action	Action By
1	<p>Acknowledgement of Country</p> <p><i>“We acknowledge the Traditional Custodians of this land, the Bunurong People, and pay respects to their Elders past and present.</i></p> <p><i>We recognise and respect their continuing connections to climate, Culture, Country and waters and we also pay our respects and acknowledge all Aboriginal and Torres Strait Islander peoples and their Elders present here today, in acknowledging their journey.”</i></p>		Chair
2.	<p>Apologies</p> <p>Apologies noted.</p>		Chair
3.	<p>Minutes</p> <p>Minutes are accepted as a true reflection of the meeting - 8/02/2024 Moved ES Seconded RL</p>		
4.	<p>Conflicts of Interest</p> <p>No conflicts of interest were disclosed in relation to agenda.</p>		



<p>4.</p>	<p>Introduction to Manager Community Arts, Culture and Libraries The Manager introduced career background and Springvale Community Hub (SCH) Committee Members reciprocated sharing their roles.</p>		
<p>6.</p>	<p>Update on Springvale Community Hub free trial plan</p> <p>Committee asked for an update on the SCH free trial of room hire proposal. Council confirmed proposal is still under review. Council also enquired if research has been done to identify demand, and if particular community groups are interested in hiring the space.</p> <p>MK explained that due to low usage of room hire the free trial proposal was intended as research to find out where there are untapped needs in the community and what are the barriers to accessibility e.g. cost of fees, lack of awareness of facilities, opening hours, size of space etc.</p> <p>It was suggested by GG that room hire fees should be reviewed across all Council facilities to ensure affordability. It was also commented by MK that impact of COVID has changed meeting relationships with choice of free online options rather than face to face. It was noted that enhancing language accessibility can improve awareness and availability of civic facilities and programs. This also includes increased access to digital literacy, such as navigating Council's website. Providing promotional flyers in community languages can also contribute positively to engagement. In comparison to other municipalities, CGD relies on digital promotion. It was recommended that other means of communication are explored, e.g. printed material.</p> <p>Committee members noted that there have been inconsistent experiences by community members when asking Customer Service staff about rooms and facilities at SCH; and that having a concierge role would be beneficial.</p> <p>It was described that Culturally and Linguistically Diverse (CALD) communities may experience inconsistency in settlement through life stages and social connections may be broken, and ease of interaction with services may increase confidence and usage of facilities, often shared via word of mouth.</p> <p>A suggestion was to visit and promote the SCH at meeting places where communities gather like Multicultural Place to engage and connect services, as well as having a greeter in SCH front foyer, in addition to customer service.</p>	<p>Council to update committee of proposal at next meeting</p> <p>Council staff to follow up with Customer Service team as to their role at SCH</p>	<p>Council officers</p>
<p>7.</p>	<p>Venue Booking System Update</p> <p>Bookable is the new venue booking system. It is undergoing</p>	<p>Question if the</p>	<p>Council</p>



	<p>functionality testing and implementation is due August 2024. Feedback is more user friendly from a customer perspective in terms of how forms will link to each other. More user testing will take place. Three or four councils already use this booking system.</p> <p>It was suggested that community residents test the public interface to identify usability issues before public use begins.</p>	<p>customer experience in the new booking system will undergo testing by community members and if not, why not.</p>	<p>officers</p>
8.	<p>SCH Café Update The committee has again noted that SCH Café needs to use reusable cups and cutlery to align with the Council's Sustainability Strategy. Lack of staff is a barrier to current operator achieving this and the current lease agreement doesn't include that requirement.</p> <p>A sustainability discussion raised a question of services operating under different rules e.g. plastic bags at Dandenong market. It was indicated that implementing rules may impact commercial liability depending on terms of contract. A question was asked if a representative from Council's Governance team can attend a Committee meeting for further discussion.</p>	<p>Council officers to request attendance of Governance staff member to attend a Committee meeting</p>	<p>Council officers</p>
9.	<p>SCH Report</p> <p>On Tuesday 2 April 2024, SCH hit a milestone of 1 million visitors over the past three years since the hub opened (excluding the town hall). Reported busiest visitor entrance is front car park, and there is a breakdown of entrances in the SCH report for further reading. Library / hub usage cannot be broken down.</p> <p>RL advocated for additional improved signage to create more awareness about of how to get to SCH in central Springvale, such as directional signage – this suggestion has been submitted through 'Shape Springvale.'</p>		
10.	<p>Other Business:</p> <p><i>Committee Vacancy Update -</i> A Committee Member has resigned, and vacancy will be advertised. Request to notify community of vacant position and to circulate information to existing Committee Members.</p> <p><i>Viewing Platform -</i> Council officers have requested budget for a viewing platform for children to engage with the circulation process of library items e.g. returning books. Approval pending.</p> <p><i>Keysborough South Community Hub (KSCH) –</i> GG stated that KSCH will have the smallest land footprint out of all hubs, including the playground. Car parking overflow into surrounding streets will need to be reviewed.</p>	<p>Send an email with committee vacancy link to Committee Members</p>	<p>Council officers</p>



	<p>It is worth noting State Government changes to kindergarten funding will increase the demand for funded kindergarten programs (instead of childcare).</p> <p>Council officers reported that the KSCH consultation process is open until 24 May 2024, with promotion of pop-up consultations on Council's project website and social media, including consultations at schools, Springers Leisure Centre, Keysborough South Shopping Centre, and Parkmore Shopping Centre. Council is also currently working on social pinpoint platform for digital engagement.</p> <p>It was observed that even though Keysborough South is not far in proximity to SCH the Keysborough South community also attend Dingley Library due to similar demographics, possibly impacting use of SCH.</p>		
<p>11.</p>	<p>Next Meeting: Thursday 6 June, 5.45pm</p>	<p>Send out calendar invite to Committee Members for next meeting</p>	<p>Council officers</p>
<p>Meeting closed 7.02pm</p>			



5 NOTICES OF MOTION

5.1 NOTICE OF MOTION NO. 39 - ENHANCING TRANSPARENCY IN MAYORAL ELECTION PROCESSES

Responsible Officer: Manager Governance, Legal & Risk

Author: Cr Rhonda Garad

Preamble

1. The Local Government Act Victoria 2020 outlines the election processes for the Mayor and Deputy Mayor under sections relevant to council governance. Specifically, sections 25 and 26 provide for the election of the Mayor and Deputy Mayor respectively, stating that all councillors are eligible to nominate, be nominated, and vote for these positions. This legislation ensures that the leadership of the council is selected in a fair and democratic manner.

Community Expectations

2. The community of Greater Dandenong expects that all councillors are equally eligible for the positions of Mayor and Deputy Mayor. Equally, that those holding the positions have the capability and are the best candidates for these critical roles. It is also a fundamental right of the community to be informed about who the candidates for these significant positions are and what they stand for. Transparency in the election process not only strengthens democracy but also builds trust between the council and the residents it serves.

Role and Importance of the Mayor

3. The Mayor of the City of Greater Dandenong plays a crucial role in leading the council, representing the municipality at civic and ceremonial events, and advocating on behalf of the community. The Mayor is responsible for ensuring the effective and efficient governance of the city, providing leadership and direction to the council, and fostering relationships with key stakeholders. The significance of this role to the residents cannot be overstated as it directly impacts the strategic direction and quality of life within the municipality.

Motion

That Council:

1. **as part of the next review of Governance Rules, update the Rules to require that prior to the voting for the Mayor and Deputy Mayor each year, all candidates for these roles are required to deliver a short (3-minute) speech outlining the skills they bring to the role and their vision for their mayoral year. These speeches will be filmed and made available to the public for viewing prior to the vote and should candidates fail or refuse to participate that this be included in the public minutes; and**
2. **directs the CEO to implement the process outlined in Part 1 of the resolution at the next election of the Mayor and Deputy Mayor.**



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 CONFIDENTIAL BUSINESS

Officer Recommendation

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

1. **RESOLVES** to hear the following two (2) items:

8.1 Dandenong Wellbeing Centre Procurement Update; and

8.2 Award Of Contract Waste Management Services

in camera on the grounds that the information contained within the reports is deemed confidential under section 3(1)(a)&(g) of the Act; and

2. **NOTES** that the information is deemed confidential because it contains private commercial information, being information provided by a business, commercial or financial undertaking that relates to trade secrets; or, if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

The meeting will be closed to the public.



9 CLOSE OF BUSINESS