



**GREATER  
DANDENONG**  
*City of Opportunity*

# **MINUTES**

**ORDINARY COUNCIL MEETING**

**TUESDAY 13 JUNE 2017**

Commencing at 7:00 PM

**COUNCIL CHAMBERS**

225 Lonsdale Street, Dandenong VIC 3175

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## **1 MEETING OPENING**

### **1.1 ATTENDANCE**

#### **Apologies**

Cr Angela Long (Leave of Absence)

#### **Councillors Present**

Cr Jim Memeti (Chairperson)

Cr Roz Blades AM, Cr Youhorn Chea, Cr Tim Dark, Cr Matthew Kirwan, Cr Zaynoun Melhem Cr Sean O'Reilly, Cr Maria Sampey, Cr Heang Tak, Cr Loi Truong

#### **Officers Present**

John Bennie PSM, Chief Executive Officer; Martin Fidler, Acting Director Community Services; Brett Jackson, Acting Director City Planning, Design and Amenity; Mick Jaensch, Director Corporate Services; Paul Kearsley, Group Manager Greater Dandenong Business; Julie Reid, Director Engineering Services

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**Cr Maria Sampey entered the Chamber at 7:01pm.**

### **1.2 OFFERING OF PRAYER**

All present remained standing as Pastor Peter Demuth from the Christian – St John's German Lutheran Church, Springvale, a member of the Greater Dandenong Interfaith Network, read the opening prayer:

"Let us pray together. Dear wise and loving father, first I thank you on behalf of all who are gathered here today. Thank you for your many and abundant blessings. Thank you for life itself, for the measure of health, we need to fulfil our calling, for sustenance and for friendship. Thank you Lord for the ability to be involved in useful work and for the honour of bearing appropriate responsibilities. In the scriptures, you have said that citizens ought to obey the governing authorities since you have established those very authorities to promote peace in order to fulfil justice. To have peace. Therefore, I pray for our Mayor, for our Councillors and the various levels of the city officials and in particular for this assembled Council. I am asking you Lord that you would graciously grant wisdom to govern, a sense of the welfare and true needs of our people, a keen thirst for justice and righteousness, personal peace in their lives and joy in their task. I pray Lord for the Agenda set for today, please give an assurance of what would please you and what would benefit those who live and work in and around our City of Greater Dandenong. It is in your name that we pray. Come Lord bless us, keep us and give us your strength and love. In the name of the Father, the son and the Holy Spirit, Amen."

**Statement from Mayor Jim Memeti:**

"I would like to welcome a group from Council's Young Leader's program tonight who are here to watch the Council meeting.

Council's Young Leaders Program:

- provides young people with the opportunity to develop skills in a range of areas;
- supports young people to lead, develop and implement community projects as part of their experience;
- gives young people the opportunity to have a voice on issues in Greater Dandenong that impact them;
- assists in developing young people into effective leaders within the community .

I recently met with these young leaders and we discussed advocacy, local government and political systems. Attending the Council meeting tonight supports their learnings about local government processes - and the role of Councillors - and gives some context to the participants of the program for their ongoing engagement in the community and the delivery of their community projects later in the year.

So, on behalf of all the Councillors, I welcome them here tonight".

**1.3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

Ordinary Meeting of Council held Monday 22 May 2017.

**Recommendation**

**That the minutes of the Ordinary Meeting of Council held Monday 22 May 2017 be confirmed.**

**MINUTE 232**

Moved by: Cr Roz Blades AM

Seconded by: Youhorn Chea

**That the minutes of the Ordinary Meeting of Council held Monday 22 May 2017 be confirmed.**

**CARRIED**

## 1.4 ASSEMBLIES OF COUNCIL

The following assemblies of Council occurred in the period 15 May to 7 June 2017:

Date	Meeting Type	Councillors Attending	Topics Discussed & Disclosures of Conflict of Interest
15/05/17	Disability Advisory Committee	Roz Blades, Angela Long	- Disability Advisory Committee Meeting
22/05/17	Councillors Briefing Session	Roz Blades, Youhorn Chea, Tim Dark, Matthew Kirwan, Angela Long, Zaynoun Melhem, Jim Memeti, Sean O'Reilly, Maria Sampey, Heang Tak	- State Taxation Acts Amendment Bill and possible impacts on Council. - Success of Employment Taskforce – inaugural meeting. - Further annual subscription to the Alliance for Gambling Reform. - Agenda items for the Council meeting of 22 May 2017.
25/05/17	Positive Ageing Advisory Committee	Roz Blades, Matthew Kirwan, Maria Sampey (part)	- Positive Ageing Advisory Committee Meeting.
5/06/17	Community Funding Program Applications, Round 1	Roz Blades, Youhorn Chea, Matthew Kirwan, Angela Long, Zaynoun Melhem, Jim Memeti, Sean O'Reilly, Maria Sampey, Heang Tak	- Review of Applications to the Community Support Grants Program and the Sponsorships Program.
5/06/17	Councillor Briefing Session	Roz Blades, Youhorn Chea, Matthew Kirwan, Angela Long, Zaynoun Melhem, Jim Memeti, Sean O'Reilly, Maria Sampey, Heang Tak	- Proposal for a central Dandenong urban garden. - Annual funding and support for the Alliance for Gambling Reform. - Subdivisional roads and parking management. - Greater Dandenong Race Day review. - CCTV, safety and security in Keysborough South. - Proposed fee structure for Dandenong Basketball Stadium. - Tiling choices in proposed toilets in Springvale City Hall. - Agenda items for the Council meeting of 13 June 2017.

**Recommendation**

**That the assemblies of Council listed above be noted.**

**MINUTE 233**

Moved by: Cr Youhorn Chea

Seconded by: Cr Heang Tak

**That the assemblies of Council listed above be noted.**

**CARRIED**

**1.5 DISCLOSURES OF INTEREST**

Nil.

## **2 OFFICERS' REPORTS**

### **2.1 DOCUMENTS FOR SEALING**

#### **2.1.1 Documents for Sealing**

File Id:

Responsible Officer:

Director Corporate Services

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#### **Report Summary**

Under the Victorian Local Government Act, each Council is a body corporate and a legal entity in its own right. Each Council must therefore have a common seal (like any corporate entity) that is an official sanction of that Council.

Sealing a document makes it an official document of Council as a corporate body. Documents that require sealing include agreements, contracts, leases or any other contractual or legally binding document that binds Council to another party.

#### **Recommendation Summary**

This report recommends that the listed documents be signed and sealed.



**2.1.1 Documents for Sealing (Cont.)**

**Item Summary**

There are nine [9] items being presented to Council's meeting of 13 June 2017 for signing and sealing as follows:

1. A letter of recognition to Milind Joshi, Engineering Services, for 20 years of service to the City of Greater Dandenong.
2. A Section 173 Agreement of the Planning and Environment Act 1987 between the Greater Dandenong City Council and Sebastiana De Santis to give effect to Condition 3.2 of Planning Permit PLN16/0968 issued on 25 January 2017 to subdivide the land prior to development for a property in Hilton Street, Dandenong.
3. A Certificate presented to Booran Holden Dandenong in recognition and appreciation of their generous support of the L2P Learner Driver Mentor Program.
4. A Section 173 Agreement of the Planning and Environment Act 1987 between the Greater Dandenong City Council and Lettieri Property Group Pty Ltd for the proposed building over an easement for a property in Crompton Way, Dandenong South.
5. A Section 173 Agreement of the Planning and Environment Act 1987 between the Greater Dandenong City Council and Milos Vukadinovic & Berenice Meneses Arrazola for the proposed building over an easement for a property in Morris Court, Springvale.
6. A Section 173 Agreement of the Planning and Environment Act 1987 between the Greater Dandenong City Council and Harry Ram Dip to give effect to Condition 2.2 of Planning Permit PLN15/0299 issued on 16 October 2015 to subdivide the land prior to development for a property in Isaac Road, Keysborough.
7. A letter of recognition to Zakia Hajjar, Regulatory Services, for 10 years of service to the City of Greater Dandenong.
8. A letter of recognition to Riyad Hodo, Regulatory Services, for 20 years of service to the City of Greater Dandenong; and
9. A Section 173 Agreement of the Planning and Environment Act 1987 between the Greater Dandenong City Council and Dzafer Muratovic, Razija Muratovic and Mirela Muratovic to give effect to Condition 2.2 of Planning Permit PLN16/0363 issued on 21 June 2016 to subdivide the land prior to development for a property in Buckley Street, Noble Park.

**Recommendation**

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

**2.1.1 Documents for Sealing (Cont.)**

**MINUTE 234**

Moved by: Cr Roz Blades AM

Seconded by: Cr Loi Truong

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

**CARRIED**

## 2.2 DOCUMENTS FOR TABLING

### 2.2.1 Petitions and Joint Letters

File Id:	qA228025
Responsible Officer:	Director Corporate Services
Attachments:	Petitions and Joint Letters

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#### Report Summary

Council receives a number of petitions and joint letters on a regular basis that deal with a variety of issues which have an impact upon the City.

Issues raised by petitions and joint letters will be investigated and reported back to Council if required.

At the Ordinary Council Meeting of 24 April 2017 Council resolved via a Notice of Motion for the Receipt of Petitions and Joint letters report to be modified as follows:

That from Council meeting of 8 May 2017 onwards, the standing Council item report titled *Receipt of Petitions and Joint Letters* be renamed *Petitions and Joint Letters* and features the following additional information:

1. the full text of any petitions or joint letters received;
2. petitions or joint letters still being considered for Council response be listed in the report as pending a final response along with the date they were received; and
3. the final complete response to any outstanding petition or joint letter previously tabled be included in the report along with the full text of the original petition or joint letter and the date it was responded to.

As such, a table detailing all current Petitions and Joint Letters is provided in Attachment 1. Note: On occasion, submissions are received that are addressed to Councillors do not qualify as petitions or joint letters under Council's current Meeting Procedure Local Law. These are also tabled.

### 2.2.1 Petitions and Joint Letters (Cont.)

#### Petitions and Joint Letters Tabled

Council received one [1] petition update and no joint letters prior to the Council Meeting of 13 June 2017 as follows:

- 0 additional signatures through the website Change.org requesting Council to establish additional early learning services to meet the growing needs of the community in Keysborough by 2018. *While these are not formal petitions to Council (i.e. they do not meet our guidelines), each submission received has been noted and has been forwarded to the relevant Council business unit for consideration.*
- 120 additional signatures through the website Change.org requesting the Cranbourne Pakenham Loop Train line Extension Includes Koo-Wee-Rup & Phillip Island. *While these are not formal petitions to Council (i.e. they do not meet our guidelines), each submission received has been noted and has been forwarded to the relevant Council business unit for consideration.*

#### Recommendation

**That the listed items detailed in Attachment 1, and the current status of each, be received and noted.**

#### MINUTE 235

Moved by: Cr Heang Tak

Seconded by: Cr Loi Troung

**That the listed items detailed in Attachment 1, and the current status of each, be received and noted.**

**CARRIED**

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

**DOCUMENTS FOR TABLING**

**PETITIONS AND JOINT LETTERS**

**ATTACHMENT 1**

**PETITIONS AND JOINT LETTERS**

**PAGES 8 (including cover)**

*If the details of the attachment are unclear please contact Governance on 8571 5309.*

2.2.1 Petitions and Joint Letters (Cont.)

Date Received	Petition Text (Prayer)	No of Petitioners	Status	Officer Response
April 2017	<p>Residents of Keysborough request that Greater Dandenong Council, deliver on the promise to establish a new maternal and child health centre and kindergarten to meet the growing needs of our community by 2018. Prior Council commitments to our community have yet to be confirmed and delivered two years later. <b>23 March 2015 Council minutes pg.15963</b></p> <p><i>"(e) When will the construction of the Hub be completed? It is difficult to answer this question at this point in time in the planning and consideration process without a confirmed location and building plans. It is obviously difficult to put an end date as to when the facility will be finished, ready to open and be occupied. However, Council has committed funding in its Long Term Financial Plan to work towards that in 2017/18."</i></p> <p><b>Maternal and Child Health Service (MCH)</b></p> <p>Walkability to the closest MCH centre, Keysborough Maternal Health on Cheltenham Rd is limiting our most disadvantaged residents without a car.</p> <p>1) Residents in the southern area of Keysborough currently walk over 6 lanes (Dandenong Bypass) to access the closest MCH centre. Vic Roads reported in 2015 that this section of Dandenong Bypass carries over 36,000 vehicles per day.</p> <p>2) The majority of residents in the southern area of Keysborough would have to walk over 2.5kilometres to access this current MCH or catch two separate buses.</p> <p>3) Bus access for the most south-east corner of Keysborough is over a 600m walk which could be a struggle for a mother with a C-section.</p> <p>4) The current MCH at Cheltenham Rd does not have sufficient space for parenting classes to take place so residents are asked to travel even further to other Council buildings.</p> <p><b>Four-year-old kindergarten</b></p> <p>To our latest knowledge, there are no vacant places available in 2017 within Keysborough for the four-year-old kindergarten. We are aware of at least a half a dozen residents sending their children to kindergarten in neighbouring suburbs.</p> <p>For Prep classes the Australian Education Union (AEU) strongly recommends a maximum of 23 students. In kindergartens, the teacher-student ratio is 1:11. Some of our Keysborough kindergartens hold up to 30kindergarten students in one session. This number of children is a rather overwhelming environment for children with additional needs. While the ratio is determined by the Department of Education and Training, Council should be providing the best possible ratio to benefit our youngest residents</p> <p><b>3-year-old kindergarten</b></p>	<p>As at 26/04/17 = 90</p> <p>As at 03/05/17 = 91</p> <p>As at 10/05/17 = 91</p> <p>As at 10/05/17 = 91</p> <p>As at 31/05/17 = 91</p> <p>As at 07/06/17 = 91</p>	In Progress	

*If the details of the attachment are unclear please contact Governance on 8571 5309.*

2.2.1 Petitions and Joint Letters (Cont.)

Date Received	Petition Text (Prayer)	No of Petitioners	Status	Officer Response
	<p>Within Keysborough the 3year old kindergarten program (voluntary attendance) is full for 2017. As of 27th March 2017, the following kindergartens with 3-year-old programs had no vacancies, Keysborough Kindergarten, Bilbungra Kindergarten and Corrigan Rex. For the first time, this year Freedom Club started a 3-year-old program which is also full. While we understand the priority within Council kindergartens is the 4-year-old kindergarten (funded 15hour program) our centres within Keysborough must have the capacity to extend the 3-year-old program to meet the population demand.</p> <p>In summary, the Keysborough community has waited in limbo for 11 months for the State Government budget promise of a Primary School site announcement. The community has no guaranteed funding yet of an opening date due to next year's State election. State Government politics should not delay Council's core function of delivering a new Maternal Health Centre and kindergarten for our community in 2018.</p> <p>Keep in mind today's one year old (born prior to 30th April 2016) will attend four-year-old kindergarten in 2020.</p>			

*If the details of the attachment are unclear please contact Governance on 8571 5309.*

2.2.1 Petitions and Joint Letters (Cont.)

Date Received	Petition Text (Prayer)	No of Petitioners	Status	Officer Response
April 2017	<p>Cranbourne Sky rail needs to go out to Koo-Wee-Rup build a 3 platform station (one side for metro other side for Vline with a Vline ticket box and even a bus terminal for both Local Bus's &amp; Vline Bus's) there to allow a Vline to go down to Phillip Island then connect our Cranbourne train line to Pakenham from Koo-Wee-Rup to turn it into a loop to the city as we will have more trains and allows more people to travel more freely as there isn't really much of a public transport service out there in that area so you will have more of constant flow with the original Cranbourne trains and Pakenham trains doing the city loop &amp; Cranbourne Pakenham Loop, also allows more trains stations to be built for easier access for people to utilise this will free up our over crowded car parking at Pakenham, Berwick, Merinda Park and Cranbourne Train Stations and also bring the traffic down out Phillip Island way as well especially during Christmas and other holiday periods and when the Phillip island grand prix is on as traffic does build up to a complete stop this also allows another form and safer transportation when Grand Prix is on also for people to travel to Phillip Island in the holiday period and to make our roads a bit more safer. I know that there is an existing train line that went from Cranbourne to Koo-Wee-Rup and all the way down to Leongatha at one point which needs to be extended to Phillip Island or at least Wonthaggi, but since these areas are rapidly growing I think it's a need for us as there is elderly people, people who don't drive would definitely uses the service also as I believe it's essential for the people out there, Tooradin also needs a train station as there is also no Public Transport on the Weekends also other areas of Outer South Eastern Suburbs such as Koo-Wee-Rup, Bayles and more surrounding townships down that way are also isolated on the weekends which is unfair.</p> <p>I know it will definitely bring more people to Cranbourne as they have the shopping centre, race course, Swimming Pools and Soon a Cinema...Also bring business to Pakenham &amp; Narre Warren Fountain Gate Shopping Centre as well. I believe The Cranbourne Pakenham Loop would be essential to our community and definitely in need, also it will be great when or if Koo-Wee-Rup gets it's Domestic/International Airport as they would have a fully functioning Train Line that goes to and from the city, Dandenong will be also the Gate for the Cranbourne &amp; Pakenham loop also with the V-Line Trains for Philip Island as well will make that airport really accessible for everyone to get there and fully functioning before it gets built which will become the ideal spot for the airport also it may prevent heavy traffic as we know from Experience going out to Avalon and Tullamarine Airports on how bad that traffic can get</p>	<p>As at 03/05/17 = 261</p> <p>As at 10/05/17 = 365</p> <p>As at 17/05/17 =535</p> <p>As at 31/05/17 =586</p> <p>As at 07/06/17 =706</p>	<p>In Progress</p>	<p>Acknowledgement letter sent to head petitioner 09/05/17.</p> <p>Response provided by Director Engineering Services on 23/05/17 as follows:</p> <p>Dear Mr Dobson</p> <p>Thank you for your petition requesting the introduction of a metropolitan style train service to Phillip Island.</p> <p>The City of Greater Dandenong has and will continue to advocate strongly for improvements to the public transport system which provide greater service and options to improve mobility choice.</p> <p>As the requested infrastructure improvements are beyond Greater Dandenong's municipal boundaries, we believe those Local Government authorities who have the most to gain, such as the City of Casey, Cardinia Shire Council and Bass Coast Shire, should lead any advocacy efforts in this regard.</p> <p>The City of Greater Dandenong have a great working relationship with our neighbouring municipalities and is better positioned to play a supportive role, where and if necessary on this matter.</p> <p>Again, thank you for bringing this matter to our attention.</p>

*If the details of the attachment are unclear please contact Governance on 8571 5309.*



2.2.1 Petitions and Joint Letters (Cont.)

Date Received	Petition Text (Prayer)	No of Petitioners	Status	Officer Response
	<p>so using the train line out there will make it appealing to travellers as they will be dodging the traffic and hopefully reducing the traffic going out to this airport. We also need Larger Trains especially on the South Eastern train line I know that there is a new design for a train which is longer with more carriages but we need more trains consistently running also please consider a Double Decker Train like Sydney to give more room and seats for people.</p> <p>Thank you so much for reading this message I would love to see plans for this as it's definitely in need especially for the elderly who don't drive but allows them to have the freedom and a chance to catch a Vline train too Koo-Wee-Rup then a train to the city for the elderly Phillip Island &amp; Koo Wee Rup people.</p>			

*If the details of the attachment are unclear please contact Governance on 8571 5309.*

2.2.1 Petitions and Joint Letters (Cont.)

**Joint Letters**

Date Received	Letter Content	No of Co-Signatures	Status	Officer Response

**Other/Submissions**

Date Received	Content	No of Co-Signatures	Status	Officer Response

*If the details of the attachment are unclear please contact Governance on 8571 5309.*

2.2.1 Petitions and Joint Letters (Cont.)

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*If the details of the attachment are unclear please contact Governance on 8571 5309.*

2.2.1 Petitions and Joint Letters (Cont.)

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## 2.2.2 Documents for Tabling

File Id: qA228025  
Responsible Officer: Director Corporate Services

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### Report Summary

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

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

### Recommendation Summary

This report recommends that the listed items be received.

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

**List of Reports**

<b>Author</b>	<b>Title</b>
Emerson School	Emerson School 2016 Yearbook

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

**Recommendation**

**That the listed items be received.**

**MINUTE 236**

Moved by: Cr Roz Blades AM  
Seconded by: Cr Zaynoun Melhem

**That the listed items be received.**

**CARRIED**

## 2.3 STATUTORY PLANNING APPLICATIONS

### 2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01)

File Id:	376400
Responsible Officer:	Director City Planning, Design and Amenity
Attachments:	Submitted Plan

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#### Application Summary

Applicant:	KLM Spatial
Proposal:	Amendment to Planning Permit No. PLN15/0758
Zone:	Commercial 2 Zone
Overlay:	Nil
Ward:	Red Gum

This application has been brought to a Council Meeting as permit applications for liquor licence permits are required to be determined at a Council meeting.

It is proposed to amend Planning Permit No. PLN15/0758 to include an on-premises liquor license to the ground floor of the approved Restaurant and Place of Assembly and alter the approved hours of operation of the site.

The approved hours of operation are:

*Place of Assembly*  
*Monday to Friday 8:00am to 6:00pm*  
*Thursday to Sunday 6:00pm to 2:00am (the following days)R*  
*Restaurant*  
*Monday to Sunday 5:00pm to 12:00am (midnight)*

The proposed hours of operation are:

*Place of Assembly*  
*Monday to Sunday 8:00am to 2:00am (the following day)*  
*Restaurant*  
*Monday to Sunday 8:00am to 2:00am (the following day)*

**2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01) (Cont.)**

The application for the amendment is pursuant to Section 72 of the Planning and Environment Act 1987.

**Advertising Summary**

The application was not advertised as it is considered that the proposal would not result in adverse detriment to surrounding uses having considered that the surrounding uses are industrial and commercial uses, a retarding basin and that the nearest residential development is located approximately 1600m from the site.

**Assessment Summary**

An assessment of the proposal found that the proposed amendment to the permit to alter the hours of operation and to include a liquor license to the ground floor of the approved Restaurant and Place of Assembly is acceptable for the site.

The site contains a double storey commercial building used as a retail premises (retail billiard tables) on the ground floor and a place of assembly. The first floor was granted an on-premises liquor licence in 1996. The ground floor was granted a permit for a restaurant and place of assembly in 2016 and is currently under renovation from the previous retail premises for the approved restaurant and place of assembly.

The subject site is surrounded by industrial and commercial uses and a retarding basin. The nearest residential development is located approximately 1600m from the site.

An Alcohol and Harm Management Plan has been submitted with the application.

It is considered that the proposed supply of liquor to the ground floor of the approved restaurant and place of assembly would improve the economic viability of the premises and would not result in adverse amenity detriment to the surrounding uses.

Accordingly, it is recommending that the application should be supported.

**Recommendation Summary**

As assessed, the proposal is consistent with and appropriately responds to the provisions of the Greater Dandenong Planning Scheme. The proposal appropriately responds to strategic policy for commercial use with this report recommending that the application be supported, that an **Amended Permit** be issued containing the conditions as set out in the recommendation.



**2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01) (Cont.)**

**Subject Site and Surrounds**

**Subject Site**

The subject site is located on the north-east corner of South Gippsland Highway and Round Tower Road.

The site is developed with a double storey commercial building known as Star Entertainment Centre. The first floor was used as a licensed billiard centre and the ground floor was used as a retail premises (retails billiard tables). The building is currently under renovation.

The site has easement rights to enter and exit the property through the land immediately to the north, which has a 12m wide crossover to Round Tower Road. A crossover for exit only is located at the south-west corner of the site close to the road junction with South Gippsland Highway.

There are 74 car parking spaces on the site.

**Surrounding Area**

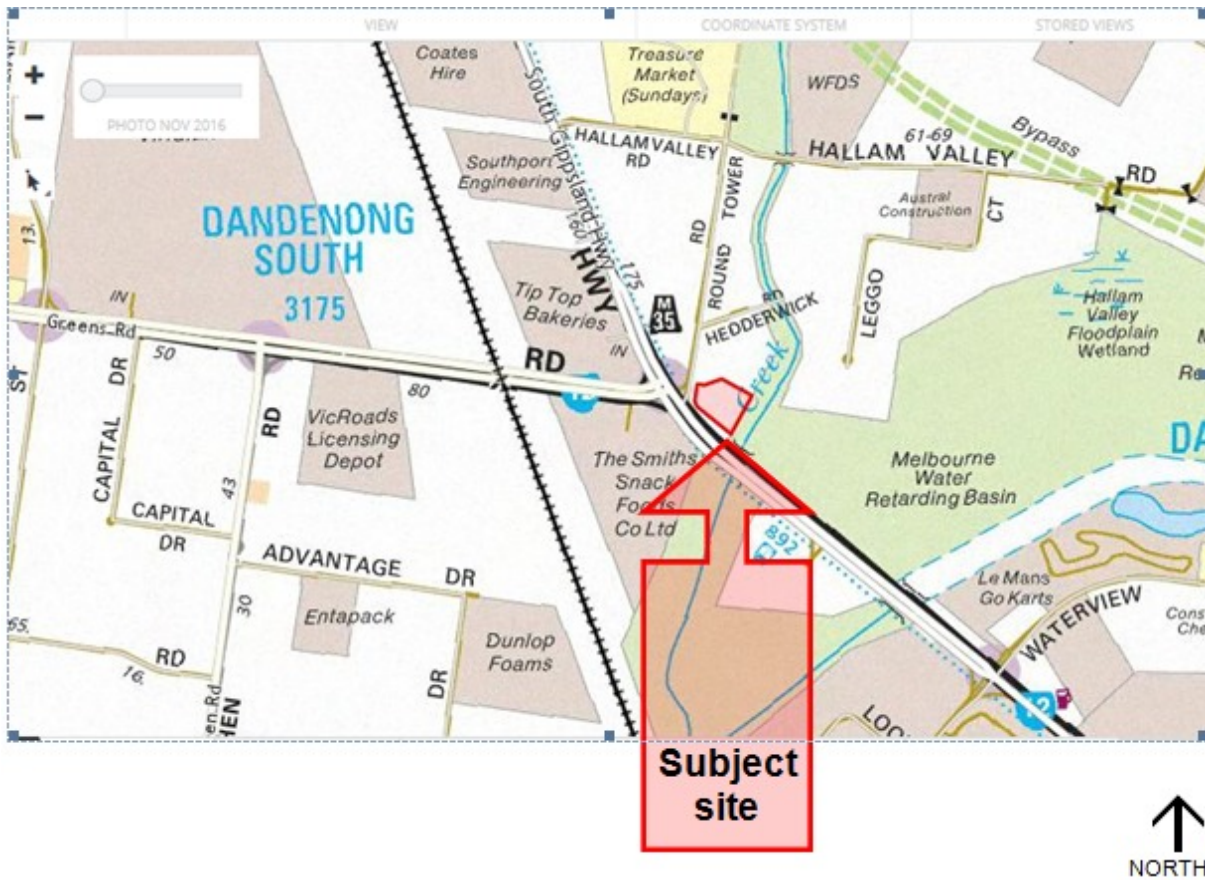
The following provides a summary of the development adjoining the subject site:

- To the north is Australian Multiwall Bag Co, a manufacturer of paper bags.
- To the east is a Melbourne Water retarding basin and Hallam Valley Flood plain wetland.
- To the west is Round Tower Road and Maxi Trans Trailer, who sells trailers for heavy commercial vehicles.
- To the south is South Gippsland Highway and further to the south are industrial/commercial developments.

The nearest residential development is located 1600m to the east.

**2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01) (Cont.)**

Locality Plan



**Background**

**Previous Applications**

The following relevant planning applications have previously been considered for the subject site:

- Planning Permit No. MM303 was issued on 15 January 1986 to use the site for the purpose of a restaurant.
- Planning Permit No. 95/501 was issued on 4 December 1996 to use the existing building for a Place of Assembly with reduced car parking provisions under the Planning Scheme. It is noted that though a Liquor Licence was applied for, the permit omitted reference to a liquor licence in its preamble. However, Condition 15 of the permit made reference to the liquor licence. The liquor licence only applies to the first floor place of assembly as the ground floor was used as a retail premises (retail billiard tables) at the time.

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**2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01) (Cont.)**

- Planning Permit PLN15/0758 which was issued on 18 March 2016 for the use of the ground floor for the purposes of a Restaurant and Place of Assembly in conjunction with the existing Place of Assembly with an on-premises licence on the first floor. The conditions of previous planning permits in relation to hours of operation and number of patrons permitted were included in this permit.

**Proposal**

It is proposed to amend Planning Permit No. PLN15/0758 to include an on-premises liquor license to the ground floor of the approved Restaurant and Place of Assembly and extend the hours of operation of the premises.

The preamble of Planning Permit No. PLN15/0758 currently reads as follow:

*Use of the ground floor for the purposes of a Restaurant and Place of Assembly in conjunction with the existing Place of Assembly with an on-premises licence on the first floor.*

Conditions 15 and 16 of the permit currently read as follow:

15. *The use may operate only between the following hours:*

*Place of Assembly*

*Monday to Friday 8:00am to 6:00pm*

*Thursday to Sunday 6:00pm to 2:00am (the following days)*

*Restaurant*

*Monday to Sunday 5:00pm to 12:00am (midnight)*

*Unless with the further written consent of the Responsible Authority.*

16. *The only Liquor License which may be applied for shall be an On-Premises License and the times for the consumption of alcohol is restricted to 11.00am to 2.00am (the next day). The Liquor License must only apply to the first floor, unless this permit is amended or a new permit granted.*

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**2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01) (Cont.)**

The proposal would amend the preamble of the permit and Conditions 15 and 16 to the followings:

Preamble:

*Use of the ground floor for the purposes of a Restaurant and Place of Assembly in conjunction with the existing Place of Assembly on the first floor, with both floors having an on-premises licence.*

Conditions 15 and 16:

15. *The use may operate only between the following hours:*

*Place of Assembly*

*Monday to Sunday 8:00am to 2:00am (the following day)*

*Restaurant*

*Monday to Sunday 8:00am to 2:00am (the following day)*

*Unless with the further written consent of the Responsible Authority.*

16. *The only Liquor License which may be applied for shall be an On-Premises License and the times for the consumption of alcohol restricted to 11.00am to 2.00am (the next day).*

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

### **Financial Implications**

No financial resources are impacted by this report.

### **Planning & Environment Act requirements**

The request for amendment is made under Section 72 of the Planning and Environment Act 1987.

This Section states that:

72. Application for Amendment of permit

*(1) A person who is entitled to use or develop land in accordance with a permit may apply to the responsible authority for an amendment to the permit.*

*(2) This section does not apply to:*

*(a) a permit or a part of a permit issued at the direction of the Tribunal; if the Tribunal has directed under section 85 that the responsible authority must not amend that permit or that part of the permit (as the case requires); or*

*(b) a permit issued under Division 6.*

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**2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01) (Cont.)**

Section 73 of the Act outlines the procedure for the amendment of permit request and states that:

73. What is the procedure for the application?

1. *Subject to this section, sections 47 to 62 (with any necessary changes) apply to an application to the responsible authority to amend a permit as if:*

*(a) the application were an application for a permit; and*

*(b) any reference to a permit were a reference to the amendment to the permit.*

*(1A) Section 47 (1)(ab), (1A) and (1B) do not apply to an application to the responsible authority to amend a permit.*

*(2) If the responsible authority decides to grant an amendment to a permit subject to conditions, the conditions must relate to the amendment to the permit; and*

*(3) Any conditions to which an amendment to a permit is subject form part of the permit when it is issued.*

### **Planning Scheme and Policy Frameworks**

Pursuant to the Greater Dandenong Planning Scheme, a planning permit is required:

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

The relevant controls and policies are as follows:

#### **Zoning Controls**

The subject site is located in a Commercial 2 Zone.

The purpose of the Commercial 2 Zone outlined at Clause 34.02 is:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To encourage commercial areas for offices, appropriate manufacturing and industries, bulky goods retailing, other retail uses, and associated business and commercial services.*
- *To ensure that uses do not affect the safety and amenity of adjacent, more sensitive uses.*

#### **Overlay Controls**

No overlays affect the subject site or surrounding area.

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**2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01) (Cont.)**

**State Planning Policy Framework**

The **Operation of the State Planning Policy Framework** outlined at Clause 10 seeks to ensure that the objectives of planning in Victoria are fostered through appropriate land use and development planning policies and practices which integrate relevant environmental, social and economic factors in the interests of net community benefit and sustainable development. The objectives of Planning in Victoria are noted as:

- (a) To provide for the fair, orderly, economic and sustainable use, and development of land.*
- (b) To provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity.*
- (c) To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria.*
- (d) To conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value.*
- (e) To protect public utilities and other facilities for the benefit of the community.*
- (f) To facilitate development in accordance with the objectives set out in paragraphs (a), (b), (c), (d) and (e).*
- (g) To balance the present and future interests of all Victorians.*

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

**Clause 11 - Settlement**

Clause 11 states that planning is to anticipate and respond to the needs of existing and future communities through provision of zoned and serviced land for housing, employment, recreation and open space, commercial and community facilities and infrastructure.

**Clause 17 – Economic Development**

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

Clause 17.01-1 (Business) has the objective to encourage development which meet's the community's needs for retail, entertainment, office and other commercial services and provides net community benefit in relation to accessibility, efficient infrastructure use and the aggregation and sustainability of commercial facilities.

**2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01) (Cont.)**

**Local Planning Policy Framework**

The followings from the Local Planning Policy Framework (LPPF) are relevant:

The MSS is contained within Clause 21 of the Scheme. The MSS at **Clause 21.02** focuses on the **Municipal Profile**, within which the following is noted:

**21.04-2 Retail, Commerce and Entertainment**

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

**Particular Provisions**

***Clause 52.27 – Licensed Premises***

The purposes of this provision are:

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

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

A permit is required to use land to sell or consume liquor if any of the following apply:

- A licence is required under the Liquor Control Reform Act 1998.

**General Provisions**

Clause 65 – Decision Guidelines needs to be considered, as is the case with all applications. For this application the requirements of Clause 65.01 for the approval of an application or plan is of relevance. This Clause outlines the requirements that the responsible authority must consider when determining the application.

**Proposed Planning Scheme Amendments**

There is no Planning Scheme Amendment relevant to this application.

**Restrictive Covenants**

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

### 2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01) (Cont.)

## Council Plan 2013-2017 – Strategic Objectives, Strategies and Plans

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. In accordance with the commitment in Council's Annual Plan, all applications are considered on their merits.

### Diversity (Access & Equity)

It is not considered that the proposal raises any diversity issues affecting the planning assessment of this application.

### Community Safety

It is considered that there would be no adverse community safety implications in permitting the proposal subject to strict conditions on any planning permit issued.

### Safe Design Guidelines

Consideration of the relevant requirements of these Guidelines has been undertaken within the Assessment of this application.

### Referrals

#### External

The application was referred to the following for comments:

Referrals	Response
Dandenong Police	No objection.

#### Internal

The application was internally referred to the following Council Units for their consideration:

Council Referrals	Response
Community Services	No objection subject to conditions.

### Advertising

The application was not advertised having considered the followings:

- The site is surrounded by industrial and commercial uses to the north, south and west and a retarding basin to the east.
- The nearest residential development is located 1600m from the site.



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**2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01) (Cont.)**

- The number of patrons permitted is not proposed to be altered.
- The site already has a liquor license on the first floor of the existing building and it is considered that the proposed liquor license to the approved ground floor Restaurant and Place of Assembly would not result in adverse detriment to the surrounding uses.

**Assessment**

The application for the amendment is pursuant to Section 72 of the Planning and Environment Act 1987. Consideration of the proposal is provided below.

**Use**

The application is assessed against the decision guidelines of Clause 52.27 – Licensed Premises. Each guideline is provided below in **bold**, followed by the town planner's response in *italic*. The guideline states that before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

- **The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.**

The planning policies relevant to the proposal are listed and summarised below:

State Planning Policy Framework (SPPF)

Clause 17.01-1 Business

*The State Planning Policy Framework at Clause 17 contains the statement for Economic Development which is, "Planning is to provide for a strong and innovative economy, where all sectors of the economy are critical to economic prosperity.*

*Planning is to contribute to the economic well-being of communities and the State as a whole by supporting and fostering economic growth and development by providing land, facilitating decisions, and resolving land use conflicts, so that each district may build on its strengths and achieve its economic potential.*

*The objective of this Clause is to "meet the communities' needs for retail, entertainment, office and other commercial services and provides net community benefit in relation to accessibility, efficient infrastructure use and the aggregation and sustainability of commercial facilities".*

Local Planning Policy Framework (LPPE)

*Clause 21.04-2 (Land use) set out the Objectives and Strategies for Retail, Commerce and Entertainment. The strategies include:*

- 1.6 Encourage businesses and activities that increase opportunities for social interaction and recreation.*

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**2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01) (Cont.)**

Commercial 2 Zone

*The purposes of the Commercial 2 Zone are:*

- *To encourage commercial areas for offices, appropriate manufacturing and industries, bulky goods retailing, other retail uses, and associated business and commercial services.*
- *To ensure that uses do not affect the safety and amenity of adjacent, more sensitive uses.*

*The State Planning Policy Framework, Local Planning Policy Framework and the purpose of the Commercial 2 Zone all encourage economic developments, businesses activities and entertainment.*

*The site is surrounded by commercial and industrial uses and adjoins a retarding basin on its eastern boundary. The nearest residential development is located 1600m from the site.*

*It is considered that the proposed use would improve the economic viability of the approved restaurant and place of assembly and is consistent with the purposes of the State Planning Policy Framework, Local Planning Policy Framework and the purposes of the Commercial 2 Zone. It is also considered that the proposed use would not result in adverse detriment to the surrounding uses.*

*Accordingly, it is recommended that the proposed use should be supported.*

- **The impact of the sale or consumption of liquor permitted by the liquor licence on the amenity of the surrounding area.**

*As mentioned above, there are no sensitive uses around the site with the nearest residential development located approximately 1600m from the site. It is considered that the proposal would not result in adverse amenity detriment to the surrounding uses subject to conditions including an additional condition requirement that the use must comply with the Alcohol & Harm Minimisation Management Plan at all times together with conditions requiring the display of signage informing patrons of the area where liquor is permitted and the requirement for security guards (Condition 22 to 24).*

- **The impact of the hours of operation on the amenity of the surrounding area.**

*Whilst the proposed liquor license to the ground floor would operate until 2am, the proposed hours are consistent with the hours of the existing liquor license on the first floor.*

*Considering that the site is surrounded by industrial and commercial uses and a retarding basin and with the nearest residential development located approximately 1600m from the site, it is considered that the proposed hours would not result in adverse detriment to the surrounding uses and are acceptable.*

*The additional hours proposed during the day are also considered acceptable.*

**2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01) (Cont.)**

- **The impact of the number of patrons on the amenity of the surrounding area.**

*Condition 4 of Planning Permit PLN15/0758 permitted a maximum of 233 patrons on the site at any one time.*

*The application does not propose to alter the number of patrons permitted by the existing permit.*

- **The cumulative impact of any existing licensed premises and the proposed licensed premises on the amenity of the surrounding area.**

*There are no known licensed premises within 500m of the site.*

*It is considered that there would not be any significant amenity impacts from the proposal on nearby premises. Management and staff will be required to implement risk management strategies outlined within the Alcohol Management Plan to maintain amenity levels within the local area.*

**Development**

No external alteration to the existing building is proposed.

**Car Parking**

There are 74 car parking spaces on the site. Condition 4 of Planning Permit No. PLN15/0758 permitted a maximum of 233 patrons on the site at any one time.

The number of patrons permitted is not proposed to be altered. Thus, car parking is not required to be considered.

**Aboriginal Cultural Heritage Sensitivity**

The site is located within an area of Aboriginal Cultural Heritage Sensitivity.

However, as no external building or works is proposed, a Cultural Heritage Management Plan is not required.

**Conclusion**

The application has been assessed against the relevant sections of the Greater Dandenong Planning Scheme, including the State and Local Planning Policy Framework, Municipal Strategic Statement as set out in this assessment. It is considered that the application complies with these policies and it is therefore recommended that the proposal is approved subject to conditions.

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2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01) (Cont.)

**Recommendation**

That Council resolves to Grant an Amended Permit in respect of the land known and described as 2-4 Round Tower Road, Dandenong South, for the use of the ground floor for the purposes of a Restaurant and Place of Assembly in conjunction with the existing Place of Assembly on the first floor, with both floor having an on-premises licence by the followings:

The preamble of the permit and Conditions 15 and 16 amended and Conditions 22 to 24 be added to the end of the permit to read as follow:

**Preamble:**

*Use of the ground floor for the purposes of a Restaurant and Place of Assembly in conjunction with the existing Place of Assembly on the first floor, with both floors having an on-premises licence.*

**Conditions 15 and 16:**

15. *The use may operate only between the following hours:*

*Place of Assembly*

*Monday to Sunday 8:00am to 2:00am (the following day)*

*Restaurant*

*Monday to Sunday 8:00am to 2:00am (the following day)*

*Unless with the further written consent of the Responsible Authority.*

16. *The only Liquor License which may be applied for shall be an On-Premises License and the times for the consumption of alcohol is restricted to 11.00am to 2.00am (the next day).*

22. *That the following additional signage for patrons is displayed in the following locations:*

22.1 *That the following additional signage for patrons is displayed in the following locations:*

22.2 *At the entrance/exit and in the venue car park, signage must inform visitors that 'For the safety of patrons and staff, CCTV camera surveillance is in operation, inside and outside the venue'.*

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2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01) (Cont.)

- 22.3 *At locations where a Redline Area interfaces with a non-Redline Area such as the car parks, stairwells and toilets, signage must inform patrons that 'Alcohol is not permitted past this point or to be consumed outside the venue.'*
23. *Appropriately qualified security staff must be engaged for all functions with no less than two security guards for functions where less than 100 patrons are expected, and a minimum of one extra guard for functions where over 100 patrons are expected, to the satisfaction of the Responsible Authority.*
24. *The use must comply with the endorsed Alcohol & Harm Minimisation Management Plan at all times, to the satisfaction of the Responsible Authority. The expectations and activities outlined in the endorsed Alcohol and Harm Minimisation Management Plan for this planning amendment applies to all areas of the venue, that is, the ground floor and first floor.*

## MINUTE 237

Moved by: Cr Matthew Kirwan

Seconded by: Cr Zaynoun Melhem

That Council resolves to Grant an Amended Permit in respect of the land known and described as 2-4 Round Tower Road, Dandenong South, for the use of the ground floor for the purposes of a Restaurant and Place of Assembly in conjunction with the existing Place of Assembly on the first floor, with both floor having an on-premises licence by the followings:

The preamble of the permit and Conditions 15 and 16 amended and Conditions 22 to 24 be added to the end of the permit to read as follow:

Preamble:

*Use of the ground floor for the purposes of a Restaurant and Place of Assembly in conjunction with the existing Place of Assembly on the first floor, with both floors having an on-premises licence.*

Conditions 15 and 16:

15. *The use may operate only between the following hours:*
- Place of Assembly*
- Monday to Sunday 8:00am to 2:00am (the following day)*
- Restaurant*
- Monday to Sunday 8:00am to 2:00am (the following day)*

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2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01) (Cont.)

*Unless with the further written consent of the Responsible Authority.*

16. *The only Liquor License which may be applied for shall be an On-Premises License and the times for the consumption of alcohol is restricted to 11.00am to 2.00am (the next day).*
  
22. *That the following additional signage for patrons is displayed in the following locations:*
  - 22.1 *That the following additional signage for patrons is displayed in the following locations:*
  
  - 22.2 *At the entrance/exit and in the venue car park, signage must inform visitors that 'For the safety of patrons and staff, CCTV camera surveillance is in operation, inside and outside the venue'.*
  
  - 22.3 *At locations where a Redline Area interfaces with a non-Redline Area such as the car parks, stairwells and toilets, signage must inform patrons that 'Alcohol is not permitted past this point or to be consumed outside the venue.'*
  
23. *Appropriately qualified security staff must be engaged for all functions with no less than two security guards for functions where less than 100 patrons are expected, and a minimum of one extra guard for functions where over 100 patrons are expected, to the satisfaction of the Responsible Authority.*
  
24. *The use must comply with the endorsed Alcohol & Harm Minimisation Management Plan at all times, to the satisfaction of the Responsible Authority. The expectations and activities outlined in the endorsed Alcohol and Harm Minimisation Management Plan for this planning amendment applies to all areas of the venue, that is, the ground floor and first floor.*

CARRIED

**2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01) (Cont.)**

**STATUTORY PLANNING APPLICATIONS**

**TOWN PLANNING APPLICATION – NO. 2-4 ROUND TOWER ROAD,  
DANDENONG SOUTH (PLANNING APPLICATION NO. PLN15/0758.01)**

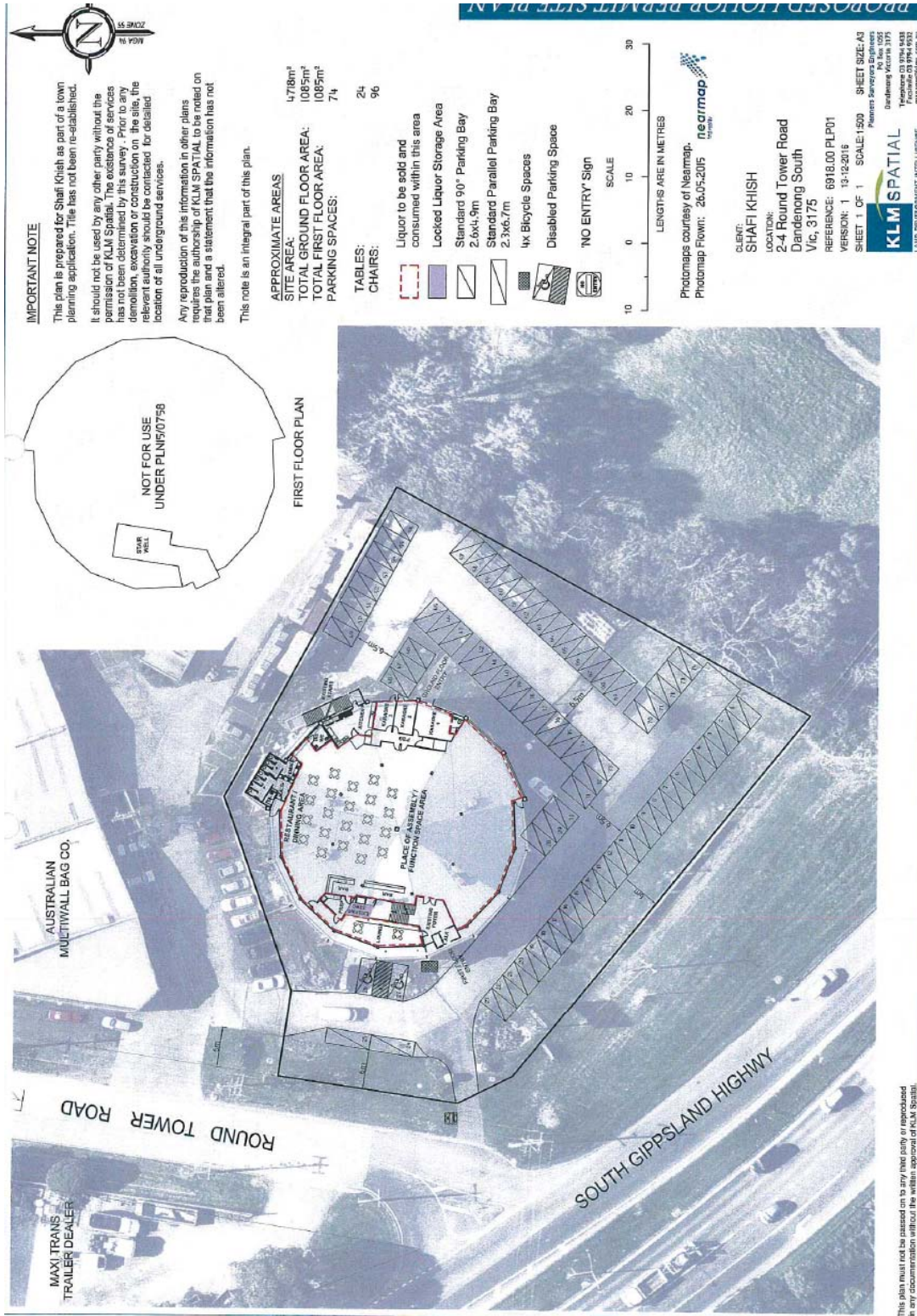
**ATTACHMENT 1**

**SUBMITTED PLANS**

**PAGES 2 (including cover)**

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

2.3.1 Town Planning Application - No. 2-4 Round Tower Road, Dandenong South (Planning Application No. PLN15/0758.01) (Cont.)



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## **2.4 NOTICES OF MOTION PART A**

### **MINUTE 238**

Moved by: Cr Matthew Kirwan

Seconded by: Cr Zaynoun Melhem

**That the standing order of business be suspended to bring Item 3.1 and therefore verbal public question time forward so that Council can hear and consider any verbal questions submitted prior to the meeting.**

**CARRIED**

### **2.4.1 Notice of Motion No. 17 - Trial allowing people present at Council meetings to ask public questions in person**

File Id: A4258483  
Responsible Officer: Director Corporate Services  
Author: Cr Matthew Kirwan

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#### **Preamble**

At its Council meeting held 27 February 2017, Council determined to endeavour to provide an opportunity at each Council meeting for a period of three months or until Council resolves otherwise, for people who are present in the public gallery to verbally present their questions of Council at the meeting.

Council's current Meeting Procedure Local Law (MMPL) does not currently provide for this opportunity and as such, for the trial to proceed, Council is required to suspend the standing orders provided by the MPLL in order to hear verbal questions.

This Notice of Motion proposes that Council considers the suspension of standing orders at each Council meeting in order to allow members of the gallery to present questions in accordance with the parameters set out in the attached guidelines.

**2.4.1 Notice of Motion No. 17 - Trial allowing people present at Council meetings to ask public questions in person (Cont.)**

**Motion**

**That Council resolves that:**

- 1. standing orders be suspended such that the formalities of Council's current MPLL for public question time only are temporarily disposed of (all other MPLL standing orders are not suspended); and**
- 2. during the time that the particular standing orders are suspended, the Mayor allows the presentation of verbal questions from members of the public present in the gallery to Council in accordance with the guidelines as attached to this resolution.**

**MINUTE 239**

Moved by: Cr Matthew Kirwan

Seconded by: Cr Heang Tak

**That Council resolves that:**

- 1. standing orders be suspended such that the formalities of Council's current MPLL for public question time only are temporarily disposed of (all other MPLL standing orders are not suspended); and**
- 2. during the time that the particular standing orders are suspended, the Mayor allows the presentation of verbal questions from members of the public present in the gallery to Council in accordance with the guidelines as attached to this resolution.**

**CARRIED**

**2.4.1 Notice of Motion No. 17 - Trial allowing people present at Council meetings to ask public questions in person (Cont.)**

**VERBALLY ASK A QUESTION AT A COUNCIL MEETING**

**Question**

**Mark Stone, Keysborough**

"I live in the Keys estate in Keysborough and I don't live far from the Keysborough animal shelter. It is quite noisy and there are houses being built all around it. Do you know what is happening with that property? Is it being sold? Someone said a Government school might be built there. Do you know what is happening with this property as there are houses being built either side of it and around it and it appears to be in the wrong spot now?"

**Response**

**Brett Jackson, Acting Director Community Services**

Council does understand that there is an animal shelter currently looking to relocate and are currently negotiating with purchasers who may be looking to purchase the land shortly. However, at this point in time Council is not aware of the time for relocation or where the animal shelter may relocate to.

**Question**

**Mark Stone, Keysborough**

'On Chapel road, near Homeleigh road there is a new shopping centre being built but there is no footpath there. From South of Homeleigh road to Chapel road, is there options for a footpath to be built there so we can walk to the new shopping centre which opens tomorrow? At the moment it is just gravel."

**Response**

**Julie Reid, Director Engineering Services**

Yes, Council will be providing a sealed footpath between Homeleigh road and the shopping centre on the corner of Hutton and Chapel road. Works will commence once the shopping centre development and road works are complete and the site is available. Works will take about two to three months to complete.

**2.4.1 Notice of Motion No. 17 - Trial allowing people present at Council meetings to ask public questions in person (Cont.)**

**Question**

**Carol Curtis, Dandenong North**

I am a resident of Tambo Court in Dandenong North. As a resident I am concerned about the parking of cars on the northern side of Murray Road either side of the intersection of Murray Road and Tambo Court. It creates a hazard for vehicles exiting from Tambo Court either left or right. It's particularly dangerous at the beginning and the end of the school day as parents park from Rosewood Downs Primary School to Tambo Court. Compounded with this vehicles parked outside 3 Murray Road and also outside Rosewood Downs Childcare Centre thus on both sides it obscures vision. Vehicles exiting Tambo Court must enter Murray Road slowly to avoid accidents as no clear vision due to vehicles parked too closely to the intersection. There have been several minor accidents at this intersection and residents of Tambo Court wish to have clear vision when exiting the court. This is also evident at weekends and I am observing that people who live or are parking in Murray Road feel that they have a right of way to park very close to Tambo Court. I would like to ask Council when was the last time there was traffic management attending from Rosewood Downs to Gladstone Road near Tambo Court either during school time or on weekends?

**Response**

**Julie Reid, Director Engineering Services**

Council officers attended Murray Road as recently as last week with the focus on monitoring parking around the school. I will request the parking management officers to keep an eye on the issues you have raised regarding parking too close to the intersection of Tambo Court during future visits. I will also request Council's traffic engineers to investigate the parking issues you have raised and ask them to respond to you identifying any actions which may be necessary.

**Question**

**Daryl Calder**

I'm just enquiring as to why the Red Gum ward are still paying \$350 per annum on our rates when we are paying normal parks and gardens as well.

**Response**

**Mick Jaensch, Director Corporate Services**

The detailed answer to Mr Calder's question is detailed in this brochure which is available via Council's website. I will also make it available to Mr Calder as well. In summary however, the reason why the \$350 levy applies is that the estates in Keysborough south were built with 20 percent open space compared to the traditional 5 percent open space in all other estates. So the additional maintenance costs that accrues to Council to maintain that extra 15 percent is what the levy actually pays for. I will make this brochure available to you which gives you far more detailed information on that levy.

**2.4.1 Notice of Motion No. 17 - Trial allowing people present at Council meetings to ask public questions in person (Cont.)**

**MINUTE 240**

Moved by: Cr Matthew Kirwan

Seconded by: Cr Heang Tak

**That Standing Orders and the Order of Business in the Agenda be resumed.**

**CARRIED**

## 2.5 POLICY AND STRATEGY

### 2.5.1 Road Management Plan 2017

File Id:

Responsible Officer:

Director Engineering Services

Attachments:

Road Management Plan Review 2017  
Road Management Plan Minor Amendments  
(Administrative)  
Road Management Plan Intervention Level  
Amendments  
Road Management Plan Inspection Frequency  
Amendments  
Greater Dandenong Road Management Plan  
2011-12

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### Report Summary

The City of Greater Dandenong's Road Management Plan (**RMP**) was originally developed and adopted by Council as a major policy item in order to document Council's approach to the management of public roads within the City.

The current RMP was prepared in accordance with the requirements of the *Road Management Act* 2004 (**Act**) and the Regulations and the Codes of Practice made under the Act. The current RMP was last reviewed by Council in June 2013 and was subsequently amended.

Council is required to conduct and complete a review of the RMP by 30 June 2017 (**review**).

### Recommendation Summary

This report recommends that Council –

1. Endorses that the current Road Management Plan (**RMP**) will remain in place until such time that the new and revised RMP takes affect later in the year
2. Notes the report of the RMP review (**review**) prepared in accordance with the requirements of section 54(5) of the *Road Management Act* 2004 (**Act**) and regulations 8 and 9 of the *Road Management (General) Regulations* 2016 (**Regulations**) summarising the findings and conclusion of the review (**review report**)
3. Directs that the review report be made available for copying or inspection at the place(s) where Council's RMP may be inspected or obtained in accordance with section 55(1)(b) of the Act and on the Internet website maintained by Council;

**2.5.1 Road Management Plan 2017 (Cont.)**

4. In accordance with the findings and conclusion of the review report, determines the intention to amend the RMP in the manner recommended by the review report (*proposed amendment of the road management plan*) and as detailed in Attachments 1, 2 and 3 attaching to this resolution;
5. Directs that public notice of the proposed amendment of the RMP be given in the "*The Age*" in accordance with the requirements of regulation 10 of the Regulations;
6. Directs that any submissions received in respect of the proposed amendment of the RMP are to be referred to Council for consideration prior to Council making a final decision on whether or not to adopt the proposed amendment of the RMP.



### 2.5.1 Road Management Plan 2017 (Cont.)

#### Background

A review of the current RMP was undertaken by the Engineering Services Directorate of Council in February 2017 pursuant to the requirements of section 54(5) of the Act and regulations section 8 and 9 of the *Road Management (General) Regulations 2016*.

The RMP review included the following actions:

- The establishment of a RMP review group of internal stakeholders, comprising:
  - Engineering Services
  - Risk Management
  - Regulatory Services
  - Council's Insurance
- Obtaining advice from Council's Risk Management and Insurance department and also Council's public liability insurer; and
- Obtaining independent legal advice (re: compliance with the Act).

#### Review Requirements

The RMP, which has been prepared in accordance with Division 5 of Part 4 of the Act, includes the following:

- Council's Road Infrastructure Management System, which sets out details of the management system implemented by Council in the discharge of its duty to inspect, maintain and repair roads; and
- Council's Road Maintenance Standards, which are the service standards in accordance with which Council performs its road management functions.

In conducting the review, the review committee and the external advisers have sought to ensure that the standards in relation to, and the priorities to be given to, the inspection, maintenance and repair of the roads and classes of roads to which the RMP applies are appropriate.

#### **Summary of Feedback from Internal Review Stakeholders**

The internal review stakeholders were asked to provide feedback on the current RMP and to recommend any amendments.

The following responses summarise the findings and conclusions of the stakeholders and advisers in relation to the review undertaken:

- The removal from the RMP of the requirement for Council to inspect, repair and maintain 'non-road infrastructure' (such as bus shelters, trees and roadside furniture);

**2.5.1 Road Management Plan 2017 (Cont.)**

- The removal of the requirement for inspections which relate to the long-term structural condition of road or road-related assets (in line with the MAV recommendations);
- The removal of duplicated statements or information held in other Council documents which it is considered are not required to be included in the RMP (in line with MAV recommendations);
- The insertion of clarifications or glossary items for a variety of technical terms, inspections and asset types;
- The simplification of some of the technical information in the RMP, including intervention levels; and
- The determination of standards under section 41 of the RMA (in the nature of service standards) in respect to four asset types, resulting in standards which are an enhancement on the standards previously adopted by Council being as follows:
  - Pavement Maintenance Minor Patching and Major Patching
    - Adjustment of size of Minor Patch from 20sqm to 40sqm
    - Adjustment of size of Major Patch to above 40sqm from above 20sqm
  - Temporary Maintenance of Traffic Management Devices
    - Removal of temporary maintenance, retention of Permanent maintenance on an annual program
  - Dust Suppressant for Unsealed Roads
    - Change from Annual Program to “As Required”
  - Clearing weepholes and scouring of outlets for Bridge Maintenance
    - Change from 20 working days to Annual Program (inspected twice yearly)

Consistent with this feedback and also the advice received from Council’s advisers, the review committee considers that –

- The standards in relation to, and the priorities to be given to, the inspection, maintenance and repair of the roads and classes of roads to which the RMP applies are appropriate;
- The RMP (in relation to the construction, inspection, maintenance and repair of public roads within the municipal district for which Council is the road authority (including in relation to suitable prioritisations for the maintenance and repair of road infrastructure on public roads), as a policy document of Council, better reflects the decisions of Council as being based substantially on financial, economic, political, social or environmental considerations; and

### 2.5.1 Road Management Plan 2017 (Cont.)

- The proposed changes better record the fact that funding provided by Council to implement the RMP and discharge Council's responsibilities under the RMA has been substantially influenced by budgetary allocations and the constraints which these entail in terms of the allocation of scarce Council resources.

Arising from the review of the RMP, and if Council adopts the attached report summarising the findings and conclusions of the review, it will be necessary (for the purposes of amending the RMP) to commence a separate statutory process under the RMA.

This is because the determination by Council of the standards being recommended in the review report will result in a revision of standards for construction, inspection, maintenance or repair under section 41 of the Act for which Council must first give public notice under section 54(6) of the Act and regulation 10 of the *Road Management (General) Regulations 2016* and thereafter to consider any public submissions received in respect to the proposed amendment.

#### Related Council Strategies

The Council Plan 2013-2017 describes the kind of future the Council is working for and how Council will do this over the next four years. This report is consistent with the following goals:

#### Place

- An environmentally sustainable City; and
- A City planned for the future

Council's broad approach in seeking to fulfil its long-term obligations to facilitate acceptable services for the community is to plan and develop service strategies.

In relation to infrastructure asset services, these strategies include: Asset Management Strategy, Public Transport Strategy; Integrated Transport Strategy; Bicycle Shared Use Network Plan; Access and Mobility Plan; RCD Urban Master Plan and Environmental Strategy.

The proposed Road Management Plan (and the amendments being recommended) complements these existing strategies.

#### **Related Council Policies**

Council has an Asset Management Policy. It sets the corporate framework for managing the City's infrastructure. This is achieved by implementing best-practice asset management methodology across its asset portfolio to ensure that infrastructure assets are usable, accessible and safe.

#### **Financial Implications**

One of the main challenges for the City of Greater Dandenong is the fact that a substantial portion of its infrastructure assets were constructed in the period between 1960 and 1980. As a consequence, the majority of its road infrastructure assets are now approaching 30 to 60 years of age, and in many cases will become a renewal issue over the coming 10 to 20 year period.

**2.5.1 Road Management Plan 2017 (Cont.)**

Council's funding of road asset maintenance and renewal has increased over the past three years. Based on Council's current asset management information, Council is fully funding the asset renewal and maintenance requirements of its road assets. In this respect, the implementation of the intervention levels contained in the now reviewed (and proposed amended) RMP will be funded within the current and future budget projections within Council's long term financial plan.

Inspection and response standards contained in the now reviewed (and proposed amended) City of Greater Dandenong Road Management Plan have been based on an approach that aims to balance customer expectations with sustainable financial management.

**Legal Implications**

Under the Road Management Act, the review of the RMP and the amendment of the RMP are two separate processes, under two separate sections of the Act. The current RMP remains in place until such time that it is formally replaced by an amended RMP, adopted by Council.

However, it is important, in order to comply with that Act, that prior to 30 June 2017, that Council endorses the current RMP, until such time as the amendments to the RMP are endorsed by Council after the statutory public notice period. This will ensure, both compliance to the Act, and that there are no insurance implications.

**Consultation**

The Engineering Services Units, Regulatory Services Units, Risk Management and OHS Units and other relevant officers were consulted regarding the review of the RMP. Legal input has included advice from Macquarie Local Government Lawyers, Michael Beasley Law and the MAV legal team. Their advice has also been incorporated into this report.

Information gained from external and internal sources, including historic knowledge of demand, risk and customer expectation has guided the development of the inspection and response standards. Council otherwise recognises the need to continually review and alter these standards as the need arises, and subject to funding sustainability.

**Conclusion**

The proposed (as now reviewed) amended RMP will ensure that an appropriate level of service that is fit for purpose, accessible, responsive and sustainable to the community is achieved.

2.5.1 Road Management Plan 2017 (Cont.)

## Recommendation

**That Council:**

1. endorses that the current Road Management Plan (*RMP*) will remain in place until such time that the new and revised RMP takes affect later in the year.
2. notes the report of the RMP review (*review*) prepared in accordance with the requirements of section 54(5) of the *Road Management Act 2004 (Act)* and regulations 8 and 9 of the *Road Management (General) Regulations 2016 (Regulations)* summarising the findings and conclusion of the review (*review report*).
3. directs that the review report be made available for copying or inspection at the place(s) where Council's RMP may be inspected or obtained in accordance with section 55(1)(b) of the Act and on the Internet website maintained by Council.
4. in accordance with the findings and conclusion of the review report, determines the intention to amend the RMP in the manner recommended by the review report (*proposed amendment of the road management plan*) and as detailed in Attachments 1, 2 and 3 attaching to this resolution.
5. directs that public notice of the proposed amendment of the RMP be given in the "*The Age*" in accordance with the requirements of regulation 10 of the Regulations; and
6. directs that any submissions received in respect of the proposed amendment of the RMP are to be referred to Council for consideration prior to Council making a final decision on whether or not to adopt the proposed amendment of the RMP.

## MINUTE 241

Moved by: Cr Roz Blades AM

Seconded by: Cr Heang Tak

**That Council:**

1. endorses that the current Road Management Plan (*RMP*) will remain in place until such time that the new and revised RMP takes affect later in the year.
2. notes the report of the RMP review (*review*) prepared in accordance with the requirements of section 54(5) of the *Road Management Act 2004 (Act)* and regulations 8 and 9 of the *Road Management (General) Regulations 2016 (Regulations)* summarising the findings and conclusion of the review (*review report*).

**2.5.1 Road Management Plan 2017 (Cont.)**

3. directs that the review report be made available for copying or inspection at the place(s) where Council's RMP may be inspected or obtained in accordance with section 55(1)(b) of the Act and on the Internet website maintained by Council.
4. in accordance with the findings and conclusion of the review report, determines the intention to amend the RMP in the manner recommended by the review report (*proposed amendment of the road management plan*) and as detailed in Attachments 1, 2 and 3 attaching to this resolution.
5. directs that public notice of the proposed amendment of the RMP be given in the "*The Age*" in accordance with the requirements of regulation 10 of the Regulations; and
6. directs that any submissions received in respect of the proposed amendment of the RMP are to be referred to Council for consideration prior to Council making a final decision on whether or not to adopt the proposed amendment of the RMP.

**CARRIED**

**2.5.1 Road Management Plan 2017 (Cont.)**

**POLICY AND STRATEGY**

**ROAD MANAGEMENT PLAN 2017**

**ATTACHMENT 1**

**ROAD MANAGEMENT PLAN REVIEW 2017**

**PAGES 4 (including cover)**

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

**2.5.1 Road Management Plan 2017 (Cont.)**

**GREATER DANDENONG CITY COUNCIL**



**ROAD MANAGEMENT PLAN**

**REVIEW**

**2017**



## 2.5.1 Road Management Plan 2017 (Cont.)

### Road Management Plan Review Report (2017)

#### Background

The Road Management Act (2004) provides the opportunity for councils to develop a Road Management Plan to establish a management system to prioritise road functions. The Road Management Plan is based on Council's policy and operational objectives and sets relevant standards in relation to Council's road management function.

The Road Management General Regulations (2016) requires Councils (as are all Road Authorities) to conduct a review of its Road Management Plan during the same period as its preparing its Council Plan under the Local Government Act (1989).

The findings and conclusions of the review (relating to standards and priorities given to inspections, maintenance, repair and classes of road are appropriate) is acceptable for the purposes of Council complying with the road management plan review requirements of the Road Management Act 2004.

#### Road Management Plan Review

A review of the current City of Greater Dandenong's Road Management Plan was undertaken by the Infrastructure Services and Planning team in accordance with the Road Management Act (2004) and the Road Management (General) Regulations (2016) and under delegated authority provided by the Instrument of Delegation S6 dated June 2014. The review of the document included the following:

- Workshops to review the Council's current Road Management Plan intervention levels, response times, inspection frequencies, policies and any minor (administrative) updates. Workshops were conducted with the following groups:
  - Engineering Services
  - Risk Management Team
  - Regulatory Services
  - Council's Insurance
  - Legal Advisors (re: compliance to the Act).
- Analysis and consideration of guidance material from the Municipal Association of Victoria (MAV). That is being considered by all local government authorities for consistency.
- Analysis and consideration of document guidance from:
  - Road Management Act 2004
  - Road Management (General) Regulations 2016
  - Code of Practice for Road Management Plan
- Some Benchmarking Council's Road Management Plan with other similar municipal Councils.

The findings of the review outline opportunities to improve the Road Management Plan to reduce hazards/risk exposure for road and pathway users and/or to reduce risk exposure to Council. The detailed recommendations are attached.

**2.5.1 Road Management Plan 2017 (Cont.)**

**Attachments**

- 1 – Road Management Plan Minor Amendments (Administrative)**
- 2 – Road Management Plan Intervention Level Amendments**
- 3 – Road Management Plan Inspection Frequency Amendments**
- 4 – Road Management Plan**

**2.5.1 Road Management Plan 2017 (Cont.)**

**POLICY AND STRATEGY**

**ROAD MANAGEMENT PLAN 2017**

**ATTACHMENT 2**

**ROAD MANAGEMENT PLAN MINOR  
AMENDMENTS (ADMINISTRATIVE)**

**PAGES 4 (including cover)**

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

**2.5.1 Road Management Plan 2017 (Cont.)****Road Management Plan Minor Amendments (Administrative)**

Section	Description	Proposed Change/s	Impact on RMP
1.1	Revision of Background summary	To reflect actual wording of the RMA.	Minor
1.1	Add Road Inventory summary	To highlight the infrastructure in relation to the budget.	Minor
1.5	Remove wording related to Council's asset management policy	To remove the possibility of misleading or contradicting statements if policy is changed after plan is adopted within relevant timeframes	Minor
1.7	Availability of the Plan	Repeated (availability) within documents	Minor
2.0	Glossary of Terms	Provide further technical clarity.	Minor
2.0	Legislative Control - Road Management Act 2004 - Local Government Act 1989 - Road Safety Act 1986	To remove the possibility of misleading or contradicting statements if legislation is changed after plan is adopted within relevant timeframes.	Minor
2.0	Add reference to RMA 2004 sect 24(4) under section Regulations and Codes of Practice	To clarify the purposes of the codes of practice	Minor
2.1	Reference to Road register	Remove and reinserted back to section 1.4 for better continuation of flow of subject	Minor
2.2.2	Reference to ResCode classification	Remove reference to ResCode classification. This is to avoid the possibility of misleading or contradicting statements if legislation is changed after plan is adopted within relevant timeframes.	Minor
2.2.3	Revision of Private Roads	To reflect actual wording of the RMA sect 107 on private roads	Minor
2.2.3	Add clarification on vehicle crossing	To provide clarification on ownerships of vehicle crossing	Minor
3.0	Remove repeated process as section 3.1	Section 3.1 already cover the subject of standard of Road Management System	Minor
3.1	Add clarification on inspection type	Provide further definition on what mode 1 and 2 means	Minor
3.1.1	Add clarification on inspection type	Simplify description on Proactive Inspection	Minor
3.1.2	Add clarification on reactive inspection type	Added wording in relation to informing customer as required.	Minor
3.1.2	Insert Reactive Inspection Table	Table currently missing	Minor

**2.5.1 Road Management Plan 2017 (Cont.)**

3.1.3	Remove Proactive Condition Assessment	Not part of RMP context	Minor
3.1.4	Revision of wordings on Exceptional Circumstances	To reflect practices within industry standard	Minor
3.1.5 to 3.1.8	Service levels and response times – roads pathways and bridges	Removed due to same process as section 3.1 – 3.1.2	Minor
4.0 to 4.3	Consultation Process for Road Management Plan	Removed, due to possibility of misleading or contradicting statements with the Regulation (RMA)	Minor
Appendix 1 Table 1,2,3	Desired Service Level column	Removed to avoid duplication and cross references with intervention level.	Minor
Appendix 1 Table 1,2,3	Remove “condition” pavement maintenance activities	The road management plan relates to proactive and reactive maintenance task as prioritise not condition inspection.	Minor
Appendix 1 Table 1	Remove Non Road Related Infrastructure Items <ul style="list-style-type: none"> <li>- Drainage maintenance</li> <li>- Roadside Drains</li> <li>- Maintain Fencing and Handrails</li> <li>- Street Furniture Maintenance (Maintain guideposts and delineators)</li> <li>- Street Furniture Maintenance (Maintain various street furniture items)</li> <li>- Roadside Vegetation Maintenance</li> </ul>	Serviced by other asset group. Not within road management plan Not road related infrastructure under the RMA 2004	Minor
Appendix 1 Table 1	Remove Duplicated items <ul style="list-style-type: none"> <li>- Pavement Maintenance – provide local shape correction. Duplicated by major patching activities)</li> <li>- Resheet unsealed shoulders activities. It is already duplicated under Grade Unseal shoulders.</li> <li>- Traffic Islands/ Structures Maintenance. Duplicated under Traffic Management Devices</li> </ul>	Service already covered under another item in the appendices.	Minor
Appendix 1 Table 1	Remove Duplicated Item <ul style="list-style-type: none"> <li>- Operation Servicing (Roads)</li> </ul>	Service already covered under another item in the Road Management Plan.	Minor

**2.5.1 Road Management Plan 2017 (Cont.)**

Appendix 1 Table 2	Remove Duplicated Item - Operation Servicing (Path)	Service already covered under another item in the Road Management Plan.	Minor
Appendix 1 Table 3	Remove Non Road Related Infrastructure Items - Graffiti and other inappropriate markings - Bridge Furniture Maintenance (maintain guideposts and delineators) - Bridge Furniture Maintenance (maintain fencing and handrail.) - Bridge Drainage Maintenance - Bridge Maintenance – control weeds and other vegetation - Remove Bridge Drainage Maintenance Drainage obstructions on bridge	Service already covered under drainage management program. Same service standard (no public notice required)	Minor
Appendix 1 Table 3	Remove Duplicated items - Bridge Maintenance – control erosion of scour at embankments. Duplicate of check for scour at outlets - Bridge Maintenance – check for drain leakages. - Bridge Drainage Maintenance Clear drains on bridge approaches and check for scour and erosion.	Service already covered under another item in the appendices.	Minor

**2.5.1 Road Management Plan 2017 (Cont.)**

**POLICY AND STRATEGY**

**ROAD MANAGEMENT PLAN REVIEW 2017**

**ATTACHMENT 3**

**ROAD MANAGEMENT PLAN INTERVENTION  
LEVEL AMENDMENTS**

**PAGES 3 (including cover)**

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

**2.5.1 Road Management Plan 2017 (Cont.)****Road Management Plan Intervention Level Amendments**

<b>Section</b>	<b>Description</b>	<b>Proposed Changes</b>	<b>Impact on RMP</b>
Appendix 1 Table 1	Pavement maintenance. Carry out Minor patching.	Change intervention level from 20sqm to 40sqm. Efficiencies gained by utilising internal resources for Minor Patching against external contractors for Major patching. Since 2012 there has also been machinery improvements which has increased internal capacity	Change of Service
Appendix 1 Table 1	Pavement maintenance. Carry out Major patching.	Change intervention level from 20sqm to 40sqm. Efficiencies gained by utilising internal resources for Minor Patching against external contractors for Major patching. Since 2012 there has also been machinery improvements which has increased internal capacity	Change of Service
Appendix 1 Table 1	Pavement Maintenance Carry out pavement markings and line marking	Change wording to include Raised Retroreflective Pavement Markers	Increase in service
Appendix 1 Table 1	Sign Maintenance Maintain regulatory, and warning signs	Provide further clarification to road related signage	Same Service Standard
Appendix 1 Table 1	Maintain guardrails	Rewording to provide clarity to interventional level	Same Service standard



**2.5.1 Road Management Plan 2017 (Cont.)**

Section	Description	Proposed Changes	Impact on RMP
Appendix 1 Table 1	"Temporary" maintenance of traffic islands.	Replace Temporary with Permanent maintenance of traffic management devices. Also replace 5-10days timeframe to annual. Due to the nature of the works it is more cost effective for council to do a permanent repair, which takes into account minimising traffic disruption and contractor lead times when tendering this work. Hazards are made safe immediately resulting in minimal risk exposure. This also follows industry practice.	Change of Service
Appendix 1 Table 1	Repair Potholes	Simplified wording within intervention	Same Service Standard
Appendix 1 Table 3	Maintain roadside open drains and culvert crossings	Simplified wording within intervention.	Same Service Standard
Appendix 1 Table 3	Pavement maintenance – Repair pavement edges.	Remove technical wording and replaced with plain English	Same Service Standard

**2.5.1 Road Management Plan 2017 (Cont.)**

**POLICY AND STRATEGY**

**ROAD MANAGEMENT PLAN 2017**

**ATTACHMENT 4**

**ROAD MANAGEMENT PLAN INSPECTION  
FREQUENCY AMENDMENTS**

**PAGES 2 (including cover)**

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

**2.5.1 Road Management Plan 2017 (Cont.)****Road Management Plan Inspection Frequency Amendments**

<b>Section</b>	<b>Description</b>	<b>Proposed Change/s</b>	<b>Impact on RMP</b>
Appendix 1 Table 1	Kerb and Channel	Update missing timelines	Same Service Standard
Appendix 1 Table 1	Sign Maintenance	Provide further clarification to road related signage and include missing road class for timelines	Same Service Standard
Appendix 1 Table 1	Apply dust suppressant	Change from Annual Program to As Required to ensure service is delivered in response to weather conditions	Change of Service
Appendix 1 Table 1	Grade unsealed shoulders	Update missing timeframe	Same Service Standard
Appendix 1 Table 3	Bridge Maintenance – Check for scour or damage significant at inlets / outlets / embankments	Changes to respond timeline from 20 days to annual. These are very minor works that are more effective to be packaged together after each 6 monthly inspection with other minor works for Bridge Maintenance in order to get cost efficiencies and minimise traffic disruption. It was assessed by the internal review that these minor works had been given too high a priority in comparison to other bridge maintenance works identified in an inspection.	Change of Service

**2.5.1 Road Management Plan 2017 (Cont.)**

**POLICY AND STRATEGY**

**ROAD MANAGEMENT PLAN 2017**

**ATTACHMENT 5**

**GREATER DANDENONG ROAD  
MANAGEMENT PLAN 2011-12**

**PAGES 44 (including cover)**

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

2.5.1 Road Management Plan 2017 (Cont.)

Road Management Plan

Greater Dandenong  
Road Management Plan  
2011-12



**2.5.1 Road Management Plan 2017 (Cont.)**

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**2.5.1 Road Management Plan 2017 (Cont.)**

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**2.5.1 Road Management Plan 2017 (Cont.)**


### City of Greater Dandenong Road Management Plan

The City of Greater Dandenong manages in accordance with this Road Management Plan the roads (including any ancillary areas) for which it has the responsibility pursuant to the *Road Management Act 2004*. Council's responsibility under the Act also extends to the management of roads such as service roads and parking lanes alongside declared arterial roads, for which the Council is the responsible authority.

The City of Greater Dandenong 'Register of Public Roads' provides additional details of each of the roads for which Council is responsible, however the Register is not an "incorporated document" in this Road Management Plan.

This Road Management Plan includes the following:

- City of Greater Dandenong Road Infrastructure Management System, which sets out details of the management system implemented by Council in the discharge of its duty to inspect, maintain and repair public roads pursuant to the *Road Management Act 2004*; and

- Council's Road Maintenance Standards, which are the standards and policies in accordance with which Council performs its road management functions.

The City of Greater Dandenong Road Management Plan has been prepared in accordance with Division 5 of Part 4 of the *Road Management Act 2004*.

Council appreciates information from the public regarding any traffic hazards. The 24 hour contact phone number is 03 9239 5100.

Queries in relation to this Road Management Plan should be directed to:

Manager Infrastructure Planning 397-  
405 Springvale Road  
SPRINGVALE VIC 3171

Further information is also available on Council's web site: [www.greaterdandenong.com](http://www.greaterdandenong.com)



## 2.5.1 Road Management Plan 2017 (Cont.)

### 1.0 Introduction

#### 1.1 Background

This Road Management Plan is a document which describes road assets within road reserves for which Council is responsible. It also outlines Council's road management system, sets intervention levels, inspection and response standards and maintenance and repair standards. Further, this Road Management Plan sets out the review, audit and amendment processes that this Council will implement to ensure that its responsibilities under the *Road Management Act 2004* are met in a timely and efficient manner.

For Council to show that it has satisfied its duty of care to road users, it is required to demonstrate that it has in place a road management system for inspecting the road network to identify any defects and a reasonable regime for planning and implementing repairs or interim actions to overcome these defects. These aspects of inspection and response standards are dealt with in section 3.0 and are the key components of this Plan.

The implementation and management of this Road Management Plan is consistent with Council's various strategic and corporate plans and policies.

#### 1.2 Purpose

In accordance with section 50 of the *Road Management Act 2004* the purposes of this Plan are to:

- establish a management system for the road management functions of the Council which is based on policy and operational objectives and available resources; and
- specify the relevant standards in relation to the discharge of duties in the performance of those road management functions.

This Road Management Plan sets out the management system that Council proposes to implement in the discharge of its duty to inspect, maintain and repair the public roads for which the Council is responsible. This Plan also reflects the purposes and objectives of the Council as specified under sections 3A and 3C of the *Local Government Act 1989*. Other legislation which relates to this Plan includes the *Road Safety Act 1986*

and the *Transport Act 1983*.

With respect to Council discharging its duties under the *Road Management Act 2004* in accordance with this Road Management Plan, section 103(b) of that Act relevantly provides:

*"for the purposes of any proceeding to which this Division applies, an act or omission which is in accordance with a policy determined by the relevant road authority under section 39 does not constitute a wrongful exercise or failure unless the policy is so unreasonable that no road authority in the road authority's position acting reasonably could have made that policy."*

#### 1.3 Key stakeholders

The key stakeholder groups of the community who are both users of the road network and are affected by it include:

- the community in general (for recreation, sport, leisure, education and business);
- residents and businesses adjoining the road network;
- pedestrians;
- users of a range of miscellaneous smaller, lightweight vehicles such as bicycles, motorised buggies, wheelchairs and prams;
- vehicle users using motorised vehicles such as trucks, buses, commercial vehicles, cars and motor cycles;
- tourists and visitors to the area;
- utilities as described in section 3 of the *Road Management Act 2004*;
- school, bus and public transport operators;
- emergency agencies including the Police, Fire Brigade, Ambulance & the Vic SES; and
- Victorian and Australian Governments.

**2.5.1 Road Management Plan 2017 (Cont.)****1.4 Obligations of road users**

All road users have obligations with respect to their use of a road which is set out in section 17A of the *Road Safety Act 1986*:

“Obligations of road users

- (1) A person who drives a motor vehicle on a highway must drive in a safe manner having regard to all the relevant factors including (without limiting the generality) the -
  - (a) physical characteristics of the road;
  - (b) prevailing weather conditions;
  - (c) level of visibility;
  - (d) condition of the motor vehicle;
  - (e) prevailing traffic conditions;
  - (f) relevant road laws and advisory signs;
  - (g) physical and mental condition of driver.
- (2) A road user other than a person driving a motor vehicle must use a highway in a safe manner having regard to all the relevant factors.
- (3) A road user must –
  - (a) have regard to the rights of other road users and take reasonable care to avoid any conduct that may endanger the safety or welfare of other road users;
  - (b) have regard to the rights of the community and infrastructure managers in relation to road infrastructure and non-road infrastructure on the road reserve and take reasonable care to avoid any conduct that may damage road infrastructure and non-road infrastructure on the road reserve;
  - (c) have regard to the rights of the community in relation to the road reserve and take reasonable action to avoid conduct that may harm the environment of the road reserve.

In addition, Council's *Local Law No. 3 of 4, 2011 Road Management and Asset Protection* regulates activity in or on a road reserve. Specifically it purports to:

- prevent accidents and damage by regulating the growing of vegetation on land;
- provide for the naming of roads and display of property numbers;
- prevent the leaving of shopping trolleys in public places;
- regulate the placing of signs and goods on roads;
- regulate street trading;
- regulate street collecting;
- regulate busking on roads and in public places;
- regulate soliciting trade on roads and in public places;
- regulate the use of toy vehicles;
- regulate the establishment of outdoor eating facilities, including sale or consumption of alcohol;
- regulate the repair of vehicles and prohibit the deposit of spoil on roads;
- prohibit the abandoning of vehicles and provide for the impounding of abandoned and derelict vehicles;
- regulate the operation and use of motorised vehicles;
- secure the physical assets of Council;
- regulate the use of roads by heavy vehicles;
- provide for and regulate the construction of vehicle crossings; and
- regulate other activities on roads.

### 2.5.1 Road Management Plan 2017 (Cont.)

#### 1.5 Council's asset management policy

Council will apply best practice asset management to both the short and long-term management of all of Council's assets. To align delivery of Council's asset management with action plans defined in the 'Council Plan 2009-2013' Council will ensure that:

- asset management is integrated with corporate, financial, business and budgetary planning to achieve a truly holistic approach;
- the provision of services meets current needs while sustaining resources for future generations;
- decision making regarding current and future assets is based on a lifecycle approach;
- long-term financial plans are developed and maintained to provide informed decision making for capital works projects in the context of the sustainability of the total asset portfolio;
- appropriate funding is committed to asset preservation by recognising that preventative maintenance reduces overall costs and risks to human wellbeing and to property;
- priority is given to high risk asset and occupational health and safety renewal needs;
- the level of service relating to use of assets is established in consultation with the relevant authorities and stakeholders;
- strong advocacy is provided to the Commonwealth and Victorian Government agencies to improve and upgrade essential assets (e.g. road, drainage and others assets) not owned by Council within the south-east region of Melbourne to enhance the living and working environment for the community;
- there is a continuous improvement in the knowledge, information and technology management tools to support operational management and decision making; and
- there is compliance with any existing and future legislative requirements for asset management.

The framework of Council's commitment to asset management is outlined in the 'Council Plan 2009-2013' under the following three key strategic objectives:

- a city planned for the future;
- a healthy community and environment; and
- a leading Council.

#### 1.6 Delegations

Under Council's Instrument of Delegation to Members of Council Staff No.7 the Chief Executive Officer has delegated various functions under the *Road Management Act 2004* and the relevant Regulations and Codes of Practice made under that Act to respective Council officers. This allows Council through various responsible members of staff, to respond quickly to technical and administrative matters under the Plan.



**2.5.1 Road Management Plan 2017 (Cont.)**

**1.7 Availability of the Plan**

This Road Management Plan is available at the following locations and may be viewed free of charge by the public during normal working hours.



Dandenong

Open: 8.30am - 5pm Monday to Friday  
39 Clow Street, Dandenong  
Ph: 9239 5100



Springvale

Open: 8.30am - 5pm Monday to Friday  
397 - 405 Springvale Road, Springvale  
Ph: 9239 5100



Keysborough (Parkmore)

Open: 9am - 5pm Monday to Friday  
9am - 1pm Saturday  
Shop A7 Parkmore Shopping Centre  
Cheltenham Road, Keysborough



The Paddy O'Donoghue Centre

Open: 9am - 5pm Monday to Friday  
18-32 Buckley Street, Noble Park  
Ph: 9238 1436 / 9238 1434

This Plan is also available on Council's web site at [www.greaterdandenong.com](http://www.greaterdandenong.com)  
Email: [council@cgd.vic.gov.au](mailto:council@cgd.vic.gov.au)

**2.5.1 Road Management Plan 2017 (Cont.)**

## 2.0 Legislative Control

**Road Management Act 2004**

The *Road Management Act 2004* establishes a statutory framework for the management of the road network which facilitates the coordination of the various uses of roads in order to provide a more efficient and safer road network for all road users.

One of the aims of the Act is to provide for the role, functions and powers of a road authority in respect of the public road network that they manage. The Act enables the Council as a road authority to determine its own appropriate Road Management Plan for its municipality and to determine the standard and the prioritisation to which the Council will inspect, maintain and repair public roads in order to manage civil liability as best it can.

The objectives of the Act are to:

- set out the general rights of road users;
- establish a system for the management of safe and efficient public roads that best meet the needs and priorities of the community having regard to the limitations of Council's resources and budgetary frameworks;

- establish a system of road classification for the division of road responsibilities between the Victorian Government and local road authorities;
- provide for the keeping of a register which records public roads that are constructed, maintained and managed by the Council; and
- clarify the law relating to civil liability for the management of public roads and other roads.

As a road authority, Council has the following general management functions in respect of roads within Council's municipality:

- the provision and maintenance of a network of public roads for use by the community;
- the management of the use of public roads having regard to the principle that the primary purpose of a road is for use by members of the public;
- the management of traffic on public roads; and
- the coordinating of the installation of infrastructure on public roads and the conduct of other works in such a way as to minimise adverse impacts on the provision of utility and public transport services.

2.5.1 Road Management Plan 2017 (Cont.)



Council has agreed to have the care and management of.

Local Government Act 1989

This Road Management Plan has been developed to reflect the purposes and objectives of Council as set out in sections 3A and 3C of the *Local Government Act 1989* and include:

- to provide equitable and appropriate services and facilities for the community and to ensure that those services are managed efficiently and effectively; and
- to manage, improve and develop the resources of its district efficiently and effectively.

The *Local Government Act 1989* sets out that Councils are to have the care and management of all public highways vested in Council, all roads that are the subject of a declaration under section 204(2) of that Act, all public highways on Crown land and roads vested in a Minister (other than freeways and arterial roads for which VicRoads is responsible) and all other roads that the

Road Safety Act 1986

The purposes of this Act are:

- to provide for safe, efficient and equitable road use;
- to set out the general obligations of road users in relation to responsible road use;
- to improve and simplify procedures for the registration of motor vehicles and the licensing of drivers;
- to prevent the rebirthing of stolen vehicles; and
- to ensure the equitable distribution within the community of the costs of road use.

### 2.5.1 Road Management Plan 2017 (Cont.)



#### Regulations and Codes of Practice

During the preparation of this Road Management Plan, Council has taken into consideration the relevant Regulations made under the Road Management Act 2004 and other relevant Regulations and the guidelines set out in the relevant Codes of Practice and will continue to have regard to those Regulations and Codes of Practice (as they may change from time to time) in the exercise of Council's road management functions.

The following Codes of Practice and Regulations that relate to this Road Management Plan are set out below and can be viewed via the VicRoads website at [www.vicroads.vic.gov.au](http://www.vicroads.vic.gov.au)

- Code of Practice No. S 201 Road Management Plans;
- Code of Practice No. S 267 Operational Responsibility for Public Roads;
- Code of Practice No. S 269 Management of Infrastructure in Road Reserves;
- Code of Practice No. S 351 for Worksite Safety-Traffic Management;
- *Road Management (General) Regulations 2005*;
- *Road Management (Works and Infrastructure) Regulations 2005*;
- *Road Safety Road Rules 2009*; and
- *Road Safety (Traffic Management) Regulations 2009*.

## 2.5.1 Road Management Plan 2017 (Cont.)



### 2.1 Roads that the Road Management Plan refers to

Council, as the relevant road authority must keep a Register of Public Roads in accordance with section 19(1) of the *Road Management Act 2004* to record the details of public roads and ancillary areas for which Council is responsible.

Schedule 1 of the *Road Management Act 2004* sets out the matters that must be included in a Register of Public Roads.

The Register must include:

- the name of each public road;
- the date on which the road became a public road;
- if a public road ceases to be a public road, the date on which the road ceased to be a public road;
- the classification, if any, of the public road;
- the reference to any plan or instrument that fixes or varies the boundaries of a public road;
- any ancillary areas; and
- a reference to any arrangement under which road management functions are transferred to or from another road authority.

### New subdivisional roads

Roads created due to subdivision developments or changes in the existing road network are incorporated on a regular basis into Council's Register of Public Roads by Council's Asset Management Coordinator.

Until a subdivisional road under the *Subdivision Act 1988* is adopted as a public road on Council's Register of Public Roads, Council in the exercise of its discretions over public highways will not assume responsibility for the inspection, maintenance and repair of those roads.

Council's policy is not to adopt a new subdivisional road as a public road until the date of practical completion of the approved subdivision works. The date of practical completion will be simultaneous with the issue of the Statement of Compliance and is to be agreed to in writing by Council's Delegated Officer when the subdivision works are considered satisfactory, on which date the whole of the works are considered to have entered into the maintenance period. The maintenance period shall be no less than three months.

Within the City of Greater Dandenong, the Council is the coordinating road authority for municipal roads and VicRoads is the coordinating road authority for State roads (freeways and declared arterial roads).

### 2.2 Municipal road asset register

Council's Register of Public Roads lists those municipal roads which Council considers are public roads and for which the City of Greater Dandenong is the responsible road authority. Council's Road Register is compiled in accordance with the principles outlined in the City of Greater Dandenong Road Register Guidelines. These Guidelines help Council determine whether a road is 'reasonably required for general public use' within the meaning of section 17(3) of the *Road Management Act 2004* and are set out in **Appendix 2** of this Road Management Plan.



## 2.5.1 Road Management Plan 2017 (Cont.)

### 2.2.1 State roads

A State road may be a freeway, a declared arterial road or a declared non-arterial State road.

Freeways located in the City of Greater Dandenong are:

- EastLink; and
- Monash Freeway.

Declared arterial roads located in the City of Greater Dandenong are:

- Centre Road (Springvale Road to Westall Road);
- Chandler Road (Cheltenham Road to Princes Highway);
- Cheltenham Road (Foster Road to Springvale Road);
- Dandenong – Hastings Road (Thompson Road to Princes Highway);
- Eloneria Road (Princes Highway to Meredith Street);
- Foster Street (Clow Street to Pickett Street);
- Dandenong By Pass (Perry Road to South Gippsland Highway)
- Dandenong Road to Frankston Road (Princes Highway to Thompson Road);
- Greens Road (Perry Road to South Gippsland Highway);
- Heatherton Road (Westall Road to Dandenong Creek);
- Hutton Road (Perry Road to Springvale Road);
- Jacksons Road (Police Road to Kernot Crescent);
- Lonsdale Street (South Gippsland Highway to Clow Street);
- Monash Freeway (Dandenong Creek to Police Road);
- Mornington Peninsula Freeway (Thompson Road to Springvale Road);

- Police Road (Springvale Road to EastLink);
- Pound Road (South Gippsland Highway to South Gippsland Freeway);
- Princes Highway (Westall Road to Clow Street);
- South Gippsland Highway (Princes Highway to South Gippsland Freeway);
- Springvale Road (Princes Highway to Mornington Peninsula Freeway);
- Stud Road (Dandenong Creek to Clow Street);
- Thompson Road (Dandenong Hastings Road to Mornington Peninsula Freeway);
- Westall Road (Heatherton Road to Princes Highway); and
- Westall Road Extension South Bound (Heatherton Road to Springvale Road).

All of these State roads are the responsibility of VicRoads.

### 2.2.2 Municipal roads

A municipal road means any road which is not a State road, including any road which:

- is a road referred to in section 205 of the *Local Government Act 1989*; or
- is a road declared by VicRoads to be a municipal road under section 14(1)(b) of the *Road Management Act 2004*; or
- is part of a Crown land reserve under the *Crown Land (Reserves) Act 1978* and has Council as the relevant Committee of Management.

#### Road hierarchy and classification for municipal roads

Based on factors such as historical functionality, traffic volumes, traffic type and accessibility, Council has developed a road hierarchy for the municipal road network within Council's municipal district. The level of service provided to a particular road will depend on its road hierarchy classification.

**2.5.1 Road Management Plan 2017 (Cont.)**

<b>Road Hierarchy</b>	<b>Classification Responsibility</b>	<b>Description of Role</b>
Declared Arterial Roads (Urban)	VicRoads/Council	Roads of which the main function is to form the principal network of roads to cater for through traffic movements across and around the metropolitan area.  (Council's responsibility is restricted to the nature strip, outer separator and service road (if any) unless otherwise agreed with VicRoads).
Declared Arterial Roads (Rural)	VicRoads/Council	Roads of which the main function is to form the principal network of roads to cater for through traffic movements across and around the metropolitan area.  (Council's responsibility is restricted to the nature strip, outer separator and service road (if any) unless otherwise agreed with VicRoads).
Unclassified Arterial Roads (Urban)	Council	Roads that supplement the declared arterial road network in providing for through traffic movements. Roads that have an identifiable origin and destination (e.g. suburbs, industrial areas or places of significance). Includes the ResCode Classification of Trunk Collector Road.
Unclassified Arterial Roads (Rural)	Council	Roads that supplement the declared arterial road network in providing for through traffic movements. Roads that have an identifiable origin and destination (e.g. suburbs, industrial areas or places of significance). Includes the ResCode Classification of Trunk Collector Road.
Collector Roads (Urban)	Council	Non-arterial roads that distribute traffic between the arterial road network and local roads and provide access to abutting properties. Includes the ResCode Classification of Collector Street.
Collector Roads (Rural)	Council	Non-arterial roads that distribute traffic between the arterial road network and local roads and provide access to abutting properties. Includes the ResCode Classification of Collector Street.
Local Roads (Urban)	Council	Roads, streets or courts of which the role is to provide access to abutting residential, commercial or industrial properties and lanes. Includes the Rescode Classifications of Access Street and Access Place.
Local Roads (Rural)	Council	Roads, streets or courts of which the role is to provide access to abutting residential, commercial or industrial properties and lanes. Includes the Rescode Classifications of Access Street and Access Place.
Lanes	Council	Roads of which the sole purpose is to provide access to the rear of a property. Includes the Rescode Classification of Access Lane.

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**2.5.1 Road Management Plan 2017 (Cont.)**


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Pathway hierarchy (includes footpaths, cycle paths and shared paths)

Footpaths, cycle paths and shared paths have been grouped into the following classifications:

<b>Pedestrian Malls</b>	Premium quality paving in pedestrian malls that cater for high volumes of pedestrian traffic and are typically found in major central shopping areas.
<b>Central Business District Footpaths</b>	High quality, aesthetically pleasing pavings for medium to high volumes of pedestrian traffic and are typically found in central business districts.
<b>Local Shopping Centre Footpaths</b>	Good quality fully formed areas to cater for medium to high volumes of pedestrian traffic and are typically found in local shopping centres.
<b>Residential Footpaths</b>	Formed and sealed paths catering for low volumes of pedestrians. Typically found in residential areas and may also be found in reserves and walkways between reserves, residential streets and schools.
<b>Industrial / Commercial Footpaths</b>	Paths used for short travel distance in industrial and commercial areas. Generally installed where a significant amount of pedestrian traffic can be demonstrated.
<b>Regional Cycle Paths / Shared Paths</b>	Paths that provide an alternative to the road system when travelling locally and through the city to join with linked paths in other municipalities. These paths also encourage recreation/fitness rides in a safe environment.
<b>Local Cycle Paths / Shared Paths</b>	Paths that provide an alternative to the road system when travelling locally. These paths also encourage recreation/fitness rides in a parkland environment.
<b>Special Risk Zone</b>	Paths identified by trained footpath inspectors in locations where Special Risk Zones occur. Eg.hospitals, schools & retirement homes

The City of Greater Dandenong has a number of these pathways in various locations. A map showing the location of pathways included in this hierarchy is kept by the Council and can be viewed at Council's offices during normal working hours.

### 2.5.1 Road Management Plan 2017 (Cont.)

#### Bridge hierarchy (includes underpasses)

Bridges (including underpasses) have been grouped into the following classifications:

Bridge Hierarchy	Classification Responsibility	Description of Role
Declared Arterial Road Network Bridges	VicRoads/ Council	Bridges on roads of which the main function is to form the principal network of roads to cater for through traffic movements across and around the metropolitan area.  (Council's responsibility is restricted to the nature strips, footpaths and pedestrian barriers (if any) unless otherwise agreed with VicRoads).
Unclassified Arterial Road Network Bridges	Council	Bridges on roads that supplement the declared arterial road network in providing for through traffic movements. Roads that have an identifiable origin and destination (e.g. suburbs, industrial areas or places of significance). Includes the ResCode Classification of Trunk Collector Road.
Collector / Local Road Network Bridges	Council	Bridges on non-arterial roads that distribute traffic between the arterial road network and local precincts, and provide access to abutting properties. Includes the ResCode Classification of Collector Street.
Pedestrian/Cyclist Bridges	Council	Bridges carrying pedestrians and / or cyclists. These bridges would normally link footpaths, cycle paths and shared paths on either side of crossings.
Underpasses	Council	Bridges that allow pedestrians and cyclists to underpass road and similar structures.
Local Access Road Network Bridges	Council	Bridges on roads, streets or courts of which the role is to provide access to abutting residential, commercial or industrial properties and lanes. Includes the Rescode Classifications of Access Street and Access Place.

The City of Greater Dandenong has a number of these bridges (including underpasses) in various locations. A map showing the location of bridges included in this hierarchy is kept by the Council and can be viewed at Council's offices during normal working hours.

## 2.5.1 Road Management Plan 2017 (Cont.)

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### 2.2.3 Demarcation of responsibilities

#### State roads

**Freeway** means a road that is declared to be a freeway under section 14 of the *Road Management Act 2004*. The main function of these roads is to form the principal routes for the movement of goods and people. VicRoads is the coordinating road authority in respect of freeways.

**Arterial road** means a road that is declared to be an arterial road under section 14 of the *Road Management Act 2004*. Arterial roads are roads previously classified by VicRoads as a declared main road or State highway. VicRoads is the coordinating road authority in respect of declared arterial roads. Council may also be responsible on declared arterial roads in both urban and rural areas for any part of the roadway not used by through traffic (e.g. dedicated parking lanes), any service roads, the outer separators (the median strip between the roadway and service road), any pathways and the roadside nature strips in urban areas.

The *Road Management Act 2004* and the Ministerial Code of Practice – 'Operational Responsibility for Public Roads' provide clarity and practical guidance in relation to the demarcation of responsibilities between Council and VicRoads in respect of freeways and declared arterial roads.

#### Boundary roads

The City of Greater Dandenong is bounded by four municipalities; City of Monash, City of Casey, City of Frankston and City of Kingston.

Council's maintenance responsibilities in respect of boundary roads are in accordance with the Boundary Road Map, a copy of which can be viewed at Council's offices during normal working hours.

#### Private roads

There are many private roads in Council's municipal district that are linked to Council's road network. Council is under no statutory duty to inspect, maintain and repair private roads. Private roads are usually managed, operated and cared for by private parties.

#### **Public transport**

##### Bus bays

Any paved area (including pavement markings) or unsealed area where buses pull over is maintained by the relevant road authority with operational responsibility for the through carriageway in accordance with the service levels for the abutting roadway.

##### Rail tracks

Primary control of road rail crossings rest with the appropriate rail authority. Road / Rail Safety Interface Agreements (RSIA) between Public Transport Safety Victoria and the City of Greater Dandenong have been signed in respect of all road rail crossings within the City. These agreements set out the responsibility of each authority at each crossing.

A list of road rail crossings subject to RSIA's is kept by the Council and can be viewed at Council's offices during normal working hours.

##### Bridges

The City of Greater Dandenong is responsible for the inspection, maintenance and repair of all road bridges, including pathways on bridges on municipal roads within the City.

A list of all bridges is included in the Inventory of Bridges and can be viewed at Council's offices during normal working hours.

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**2.5.1 Road Management Plan 2017 (Cont.)**

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Utility assets

Non-road infrastructure assets located within a road reserve are not the responsibility of Council but are the responsibility of the person or body (utility provider) that is in charge of the provision, installation, maintenance or operation of the non-road infrastructure asset.

Non-road infrastructure assets within a road reserve include gas pipes, water and sewerage pipes, cables, electricity poles and cables, public telephones and mail boxes.

However, water hydrants in road reserves are maintained by Council. Pursuant to section 36 of the *Country Fire Authority Act 1958*, the Country Fire Authority may require Council to provide additional water hydrants at any place in or near a public street or road within Council's municipal district.

The Ministerial Code of Practice – 'Management of Infrastructure in Road Reserves' identifies benchmarks of good practice for utility providers and Council who are expected to work together cooperatively to facilitate the installation, maintenance and operation of non-road infrastructure assets within road reserves.

Vehicle crossings

Section 107 of the *Road Management Act 2004* provides that Council is under no statutory duty to inspect, maintain or repair private vehicle crossings (driveways) and pathways on road reserves that provide access to land adjoining a road. This responsibility rests with the adjoining landowner.

Vehicle crossings must comply with Council's specifications and standards. These specifications and standards can be accessed either online at [www.greaterdandenong.com](http://www.greaterdandenong.com) or upon request at Council's offices during normal working hours.

Proposed new and altered crossings to properties adjoining arterial roads require a Planning Permit pursuant to the *Planning and Environment Act 1987* before any works can commence.

Consent to perform works in road reserves

Any person who wishes to undertake works in a road reserve must obtain the consent of the relevant coordinating road authority unless they are exempted under the *Road Management (Works & Infrastructure) Regulations 2005*. For works on municipal roads in Council's municipal district, advice and application forms are available from Council's offices during normal working hours.

Assets on public roads managed by the Council

Road infrastructure on public roads in Council's municipal district for which the Council is responsible pursuant to the *Road Management Act 2004* includes:

- road surface, pavement and earth formation;
- surface drainage systems including kerb and channel;
- signs, guideposts, line markings, traffic signals, lighting, barriers and retaining walls;
- footpaths, shared paths, bicycle paths and parking areas; and
- bridges and large culverts.

## 2.5.1 Road Management Plan 2017 (Cont.)

### 3.0 Road Management System

#### Outline

Road infrastructure management involves the management of both the physical road components and the aspects of the road network use, operation and condition. It applies to all road infrastructure assets including roads, bridges, roadsides, signs, delineation, traffic control equipment etc. Road infrastructure management involves the inspection, maintenance and repair of road infrastructure assets and involves the disposal of an asset when it is no longer required or when it is replaced or transferred to another agency.

Council's road infrastructure management system includes:

- Council policies and practices for the maintenance of existing road infrastructure;
- processes relating to road infrastructure maintenance; and
- responsibilities of Council officers with respect to road infrastructure maintenance.

Council's road infrastructure management system aims to ensure that Council meets its statutory obligations under the *Road Management Act 2004* and aims to provide best value to the community in respect of available funding for the inspection, maintenance and repair of public roads.

Fundamental inputs to this system include:

- City of Greater Dandenong policies;
- relevant legislation;
- Council's objectives for road maintenance (in terms of performance indicators);
- adoption of AustRoads best practice in road management systems; and
- Council's budget for the maintenance and repair of road infrastructure.

Council policies and procedures are the key components of this system and are set out in the following five phases:

#### Phase 1 – Developing Standards and Guidelines

Phase 1 involves the development of road infrastructure management strategies and the establishment of maintenance standards and road infrastructure performance targets for the management of road infrastructure together with the management of those aspects of the use and operation of the road network that affect road infrastructure condition.

Phase 1 includes the following:

- the location, function and length descriptions, ancillary areas and responsibility transfer agreements (if any) for important road infrastructure will be systematically monitored and recorded in Council's road infrastructure register;
- the safety of road users and preserving the integrity and amenity of road infrastructure are important considerations in road infrastructure inspection, maintenance and repair standards;
- inspection, maintenance and repair standards and road infrastructure performance targets will be established using risk management principles that best meet reasonable community expectations and are within the budget that is available for the inspection, maintenance and repair of road infrastructure. Road user costs will be taken into account when establishing road infrastructure performance targets;
- inspection, maintenance and repair standards and road infrastructure performance targets will vary across the road network in line with relevant risk factors such as the nature and volume of traffic using the road, operating speed, the susceptibility of road infrastructure to deterioration, the cost effectiveness of repairs and the competing priorities for funding; and
- Council will make its inspection, maintenance and repair standards available to the general public.

**2.5.1 Road Management Plan 2017 (Cont.)**Phase 2 – Developing the Maintenance Program

Phase 2 involves the use of periodic road condition surveys together with established maintenance standards and road infrastructure performance targets to identify any gaps in road infrastructure performance and to ascertain available options for managing those gaps. This may involve routine maintenance, periodic maintenance, rehabilitation and / or modifying the operation / use of road infrastructure. Phase 2 also includes the development of priorities and the selection of treatments for inclusion in the road infrastructure maintenance program taking into account established road infrastructure management strategies and the budget which is available for the maintenance of road infrastructure. Program development tools such as the SMEC Pavement Management System are used to assist with the identification of the best mix of routine and periodic maintenance as well as any candidate rehabilitation treatments.

Phase 2 is achieved through the following processes:

- candidate road pavement and road surfacing projects will be ranked in order of priority using the results of the road condition surveys and the output of Council's SMEC Pavement Management System analysis. Associated kerb reinstatement or repair works will also be included where required to maintain the integrity of the road pavement and nature strips;
- candidate structural maintenance projects will be ranked in order of priority using a risk management approach;
- candidate ancillary road areas maintenance projects will be identified and prioritised based on Council meeting its statutory obligations;
- preserving the asset integrity of ancillary road areas, satisfying road safety criteria and fulfilling environmental goals;
- inspections will be carried out on road infrastructure which is identified as a potential candidate for periodic maintenance or rehabilitation to identify the scope of each project, the desirable timing and the most cost effective treatment.

Council currently uses the SMEC Pavement Management System to access Council's road infrastructure asset database and to develop scenarios for the formulation of road renewal, upgrade, rehabilitation and maintenance programs to ensure that Council's investment in its road infrastructure is best utilised.

Predictive modelling for Council's road infrastructure makes it possible for Council to develop future works programs for inclusion within Council's long-term road infrastructure works projections. During the analysis process a variety of treatment options are modelled for each road section and the long-term benefits of these treatments are measured in terms of:

- assessment of road condition for road segments within the total road network;
- savings in road user costs;
- savings in routine maintenance costs;
- maximisation of asset value;
- minimisation of whole of lifecycle costs; and
- extension of asset life through improved asset condition.

Phase 3 – Implementing the Maintenance Program

Phase 3 involves the development of specifications and the delivery of the maintenance program. It also includes receiving and acting on customer feedback, the preparation of incident reports and the provision of record keeping.

Phase 3 is achieved through the following processes:

- developing maintenance specifications and surveillance plans, which involves the documenting of performance requirements and administration arrangements that aid in the achievement of Council's maintenance standards;
- managing customer comments and feedback, which involves the recording of all comments



**2.5.1 Road Management Plan 2017 (Cont.)**

and feedback received on road infrastructure condition and then acting in a systematic and accountable manner;

- managing emergencies, which involves the early identification and appropriate response to any incidents on municipal roads such as the presence of debris, flooding of roads and other safety hazards. An important part of managing incidents on municipal roads is to ensure that the affected roads are maintained in a safe condition and appropriate signage is installed at the earliest time to warn road users of reported hazards;
- managing the delivery of maintenance works, which involves the systematic surveillance and auditing of the quality assurance system and operations of each contractor to verify compliance with contract requirements and also includes the achievement of maintenance standards;
- maintenance works should be carried out in a way that adequately manages the safety of road users and road workers and in a manner that minimises delays and inconvenience to road users and the community; and
- accurate records are to be kept in respect of completed maintenance works which include the type of work, the location and the date that the works were carried out.

**Phase 4 – Auditing**

Phase 4 involves the auditing of completed maintenance works and the auditing of procedures for the collection and storage of information regarding road infrastructure condition and use.

Phase 4 is achieved using the following processes:

- auditing of maintenance program outputs, which is to confirm whether maintenance projects were delivered within specified response times, within budget and to the specified quality;
- road pavement condition surveys will be undertaken every four years for all municipal roads within Council's municipal district (with the exception of lanes) to provide a benchmark

for assessment of annual changes in the condition of different classes of roads. The pavement condition data will be recorded within Council's SMEC Pavement Management System and be used for the reporting on general pavement condition for the different classes of roads and analysed for the planning of future maintenance and rehabilitation road works programs;

- road surfacing condition surveys will be carried out at specific intervals on all arterial and collector roads. In addition, supplementary road skid resistance tests will be carried out in a systematic manner with priority given to high risk sites, sites with a crash history and sites identified from the results of both the road pavement and road surfacing surveys;
- structure condition monitoring is carried out to assess the condition of each structure and its principal components. New structures will be inspected within 12 months of commissioning and all other structures will be inspected every 2 – 5 years depending on their condition; and
- Council will periodically report on the effect of its road infrastructure maintenance program on road infrastructure condition and on the valuation of road infrastructure.



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**2.5.1 Road Management Plan 2017 (Cont.)**

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**Phase 5 – Reviewing**

Phase 5 involves the reviewing of road infrastructure performance following the delivery of the maintenance program. Periodic reviews of road infrastructure management strategies are also undertaken to assess that the maintenance program has delivered the expected benefits to road users and stakeholders. This phase also involves the taking into account of any external factors that are likely to influence the next road infrastructure management program cycle.

Phase 5 is achieved using the following processes:

- reviewing road infrastructure performance, which aims to determine whether road infrastructure performance gaps have been adequately addressed. The outputs of road infrastructure condition surveys and maintenance inspection records are used to assist with these reviews;
- reviewing road infrastructure maintenance strategies, which aims to determine whether the objectives of road infrastructure maintenance strategies have been achieved. This review is to be conducted every four years and may also involve an assessment as to whether there is a need to update road infrastructure maintenance strategies;
- a sample of customers and stakeholders will be periodically consulted to determine their satisfaction with the maintenance program outcomes; and
- assessing changes in local or regional influences, which involves the continuous monitoring of factors that may affect future maintenance demands. These factors may include changes in weather patterns, changes in traffic loading, availability of maintenance materials, changes in land use, changes in the Victorian and Council's municipal economy etc.

**3.1 Inspection and response standards****General**

The main reasons for the inspection of road assets (including footpaths, cycle paths and shared paths) are to:

- identify any defects and act accordingly to minimise any risk of injury to the asset user; and
- identify any defects at the earliest time and to repair those defects in order to prevent premature failure of assets and to minimise the financial impact on the community.

The Council and the community collectively identify any road asset defects. Inspections of road assets are performed in three modes as follows:

- Mode 1: Inspection by works officers (proactive maintenance);
- Mode 2: Inspection based on customer complaints or reports (reactive maintenance); and
- Mode 3: Inspection by an assigned officer or by an independent team (condition assessment).

**3.1.1 Mode 1 Inspections**

Mode 1 Inspections identify any defects generated by usage and / or weather conditions within a short period of time. Works officers are best placed to identify any defects and document routine maintenance actions during visual routine inspections. Defects found during these inspections are checked against the maintenance intervention levels for the appropriate asset classification. Where remedial actions are appropriate, these are scheduled for repair and / or replacement as necessary. Unsafe defects identified upon inspection must be eliminated immediately using temporary or permanent safety measures.

2.5.1 Road Management Plan 2017 (Cont.)

Road, Path & Bridge Classification	Network Inspection Frequency
Declared Arterial (Urban & Rural) (Note: Sections under Council's responsibility)	100 % of network every 6 months
Unclassified Arterial (Urban & Rural)	100 % of network every 6 months
Collector (Urban & Rural)	100 % of network every 12 months
Local (Urban & Rural)	100 % of network every 18 months
Lanes	100 % of network every 24 months
Concrete, asphalt and paved foot, cycle and shared paths in pedestrian malls, central business districts, local shopping centres and special risk zones	100 % of network every 12 months
All Bridges (Level 1 inspection, VicRoads Manual)	Twice yearly with a maximum interval of 6 months. Inspection shall also be carried out after flooding or bushfire events.

Note: All bridge inspections are to be in accordance with Level 1 – Routine Maintenance Inspection (VicRoads).

The scheduling of Mode 1 Inspections in accordance with inspection intervals is the responsibility of the Manager, Infrastructure Services. The inspections are carried out by asset inspection staff or contractors. Inspection data is collected during the inspection and imported into a maintenance management system for the generation of works instructions and ultimately the completion of action, reporting and recording.

3.1.2 Mode 2 Inspections

Mode 2 Inspections are initiated by the community who notify Council of a concern or defect with respect to a road asset.

Customer request inspections are carried out in response to concerns or notifications from the public. All requests are inspected in accordance with the response times listed in Council's customer request system (Merit). Defects found during these inspections are checked against the maintenance intervention levels for the appropriate asset classification. Where remedial actions are appropriate, these are scheduled for repair and / or replacement as necessary. Unsafe defects identified upon inspection must be eliminated immediately using temporary or permanent safety measures. Customer contact information is provided in section 1.7 of this Road Management Plan.



**2.5.1 Road Management Plan 2017 (Cont.)****3.1.3 Mode 3 Inspections**

Mode 3 Inspections are performed to identify the overall condition of an asset and to prioritise works for future road maintenance, rehabilitation and renewal budgets. The condition data is analysed through the SMEC Road Management System and future road maintenance, rehabilitation and renewal programs are then developed. Mode 3 Inspections are managed by the Manager, Infrastructure Planning.

<b>Road, Path &amp; Bridge Classification</b>	<b>Network Inspection Frequency</b>
Declared Arterial (Urban & Rural) (Note: Sections under Council's responsibility)	100 % of network every 4 years
Unclassified Arterial (Urban & Rural)	100 % of network every 4 years
Collector (Urban & Rural)	100 % of network every 4 years
Local (Urban & Rural)	100 % of network every 4 years
Lanes	Undertaken on an "as required basis"
Foot, cycle and shared paths in regional, residential, local and industrial / commercial areas	25 % of network each year (100 % of network every 4 years).
New Bridges (Level 2 inspection, VicRoads Manual)	Level 2 inspection undertaken prior to defects liability period for the construction contract
All Bridges (Level 2 inspection, VicRoads Manual)	Inspection to be carried out on a 3 year cycle, excepting structures in the following categories of which inspection may be carried out on a 5 year cycle:  all structures constructed post 1976 and in good condition;  concrete structures constructed between 1950 and 1976 and currently in good condition; and  concrete structures constructed prior to 1950 in a low severity environment and currently in good condition.

**2.5.1 Road Management Plan 2017 (Cont.)****3.1.4 Exceptional circumstances**

Council will endeavour to meet all aspects of this Road Management Plan. However, in the event of any natural disaster (such as flood or fire, but not limited to only these disasters) or any other unexpected event, including any unexpected limitation with respect to human and other resources, Council reserves its right to suspend compliance with this Road Management Plan in accordance with the principles set out in section 83 of the *Wrongs Act 1958*. Section 83 provides:

*In determining whether a public authority has a duty of care or has breached a duty of care, a court is to consider the following principles (amongst other relevant things) —*

- (a) the functions required to be exercised by the authority are limited by the financial and other resources that are reasonably available to the authority for the purpose of exercising those functions;*
- (b) the functions required to be exercised by the authority are to be determined by reference to the broad range of its activities (and not merely by reference to the matter to which the proceeding relates);*

- (c) the authority may rely on evidence of its compliance with the general procedures and applicable standards for the exercise of its functions as evidence of the proper exercise of its functions in the matter to which the proceeding relates.*

Upon consideration of Council's limited financial or other resources and Council's other conflicting priorities, the relevant Council officer who has delegated authority with respect to the Road Management Plan assesses that Council's intervention levels set out in this Road Management Plan cannot be met, an application will be lodged by that officer with the Chief Executive Officer of the Council seeking written approval that some or all of the timeframes and responses in Council's Road Management Plan are to be suspended.

As soon as the events beyond Council's control have abated or partly abated, the relevant Council officer who has delegated authority with respect to the Road Management Plan will seek the written approval of Council's Chief Executive Officer as to the reactivation of this Road Management Plan in whole or in part and when the reactivation will occur.

### 2.5.1 Road Management Plan 2017 (Cont.)



#### 3.1.5 Service levels and response times – roads, pathways and bridges

Service levels act as management targets that facilitate decision making at each stage of the road asset lifecycle. They define performance expectations and are formulated through an assessment of Council's legislative obligations, organisational objectives, financial constraints and customer expectations.

In this Road Management Plan, Council has focussed on the development of detailed service levels for the 'Operation & Maintenance' phase of the road asset lifecycle. The Road Network Defect Intervention Levels included in Table 1, the Foot, Cycle and Shared Paths Defect Intervention Levels included in Table 2 and the Bridge Defect Intervention Levels included in Table 3 (all three tables are located in **Appendix 1** of this Road Management Plan) collectively set out the processes for the management of road asset inspections, maintenance service levels and response times for roadside drainage, kerb and channel, road pavement, signs, fencing and handrails, guard rails, school crossings, road shoulders, unsealed roads, roadside vegetation, street furniture, pavement and line markings, footpaths, cycle paths, shared paths, bridges, traffic islands and traffic control structures, culvert crossings and bridges.

The maintenance service levels (located in tables 1, 2 and 3 respectively) describe intervention levels / trigger points which determine whether repair or risk remediation works are to be carried out and when those repair or risk remediation works are to be carried out.

Council's focus on the development of service levels for the 'Operation and Maintenance' phase has occurred for a number of reasons:

- the *Road Management Act* 2004 focuses on the obligations of a road authority with respect to road asset inspection, maintenance and recording;
- the operations and maintenance phase within the road asset lifecycle represents the stage where Council is most exposed to risks and accordingly the service levels set out by Council attempt to address and minimise those risks associated with road and road related assets; and
- the City of Greater Dandenong is a well-established and developing municipality with regional facilities including major industrial, business, shopping and residential precincts and accordingly has an obligation to manage its built environment effectively and efficiently.

It is expected that over time, detailed service levels will be prepared for other stages of the road asset lifecycle. Asset management plans are being continually developed and updated for all

**2.5.1 Road Management Plan 2017 (Cont.)**

asset categories. It should be noted that desirable physical and functional features, and classification and traffic condition criteria attributed to the various road and footpath hierarchy classifications serve as a starting point for the development of service levels applicable to the planning, design, construction, disposal and renewal phases of the road asset lifecycle.

**3.1.6 Asset preservation**

In addition to hazard identification and repair, Council operates a maintenance management process that aims to proactively identify and repair defects to preserve the integrity of roads, pathways and associated infrastructure.

This process involves a risk management approach (Council Risk Management Policy-2010 or as amended) with a high emphasis on the technical aspects of the maintenance of roads, pathways and associated infrastructure.

**3.1.7 Construction, renewal and refurbishment**

The standards for the construction of new local roads and pathways and for the expansion, upgrade, renewal and refurbishment of existing local roads and pathways will be in accordance with the standards and specifications adopted by Council at any particular time.

Generally the standards for the construction, renewal and refurbishment of local roads and pathways will be based on existing built standards and taking into account any environmental sensitivities such as established trees and historical features and also taking into account road safety and traffic management requirements.

**3.1.8 Performance measure**

The defects which are repaired and the response times in attending to the repair of defects are recorded against each defect attended in order to satisfy the following measures:

- all issues reported by the public or by the asset inspector are reviewed by the responsible officer of Council within the set intervention levels time frame;
- all issues identified as hazardous are categorised by the asset inspector and works supervisor and appropriate signage is erected or the defect is made safe at the earliest possible time, within the set intervention levels time frame; and
- all Mode 1 Inspections (proactive maintenance) and Mode 3 Inspections (condition assessment) are to be completed as specified within the set inspection timeframe. Refer to sections 3.1.1 and 3.1.3 of this Road Management Plan.

## 2.5.1 Road Management Plan 2017 (Cont.)

### 4.0 Consultation Process for Road Management Plan

In any review of with this Road Management Plan, consultation will be undertaken as follows:

- internally by the Asset Management Project Team;
- externally by placing this document on exhibition and calling for submissions; and
- by independent audit.

Inspection and response standards have been based on an approach that aims to balance customer expectations with sustainable financial management. Information gained from internal and external sources including historic knowledge of demand, risk and expectation has guided the development of these standards. The City of Greater Dandenong recognises the need to continually review and alter these standards as the need arises taking into account Council's funding sustainability.



#### 4.1 Audit

Council will conduct two (2) internal audits and one (1) external audit of the Road Management Plan service delivery annually.

#### 4.2 Plan review

This Road Management Plan will be reviewed regularly during Council's budget development period from January to June. The review will consider the levels of service for assets on public roads maintained by Council taking into account road funding allocations. Particular attention will be given to managing the demand for asset maintenance with the proposed level of resources each year. The performance measures will be reviewed and any non-conformance will be assessed for action.

A formal review in accordance with section 54(5) of the *Road Management Act 2004* and regulations 301 and 302 the *Road Management Act (General) Regulations 2005* will be conducted every four (4) years in line with Council elections.

#### 4.3 Amendment of Road Management Plan

If Council is of the opinion that the adopted levels of service are not being achieved, Council may need to reassess the maintenance service levels and vary them accordingly. The proposal of a new Road Management Plan would include a review of the current levels of service, the anticipated quantity of works and Council's financial and other limited resources.

The revised and amended Road Management Plan is subject to the consultation and approval processes as set out in section 54 of the *Road Management Act 2004*.



## 2.5.1 Road Management Plan 2017 (Cont.)

### 5.0 References

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- City of Greater Dandenong Plan and Annual Budget;
- Imagine 2030 Community Plan;
- City of Greater Dandenong Long-Term Financial Strategy;
- Council Risk Management Policy-2010 (or as amended);
- Corporate Service Charters;
- *Road Management Act 2004*;
- *Road Management (General) Regulations 2005*;
- *Road Management (Works and Infrastructure) Regulations 2005*;
- Code of Practice No. S 267 Operational Responsibility for Public Roads 2004;
- Code of Practice No. S 269 Management of Infrastructure in Road Reserves 2008;
- Code of Practice No. S 201 Road Management Plans;
- Bridge Inspection Manual, VicRoads; and
- Bridge Maintenance Repair and Strengthening Manual, VicRoads.

### 5.1 Definitions

The terms used in this Road Management Plan have the same meaning as the definitions included in the *Road Management Act 2004*, the relevant Regulations and Codes of Practice made under the *Road Management Act 2004*, the *Local Government Act 1989* or as defined by AustRoads.

2.5.1 Road Management Plan 2017 (Cont.)

**Defect Intervention Levels**

Table 1 – Roads and Roadside Drains

Table 2 – Footpath, Cycle Paths and Shared Paths

Table 3 - Bridges

**Table 1 – Roads and Roadside Drains**

<b>Drainage Maintenance</b> Clear pit entries and pits	Stormwater pits and entries are free from blockage and are able to function to full design capacity.	All pits and pit entries shall be cleaned when the flow of water is blocked causing upstream flooding	Modes 1 & 2	Declared Arterial (Urban)	N/A
				Declared Arterial (Rural)	N/A
				Unclassified Arterial (Urban)	30 working days
				Unclassified Arterial (Rural)	30 working days
				Collector Road (Urban)	30 working days
				Collector Road (Rural)	30 working days
				Local Road (Urban)	30 working days
				Local Road (Rural)	30 working days
<b>Drainage Maintenance</b> Repair drainage pits and pit lids or frames	Pits provide a junction for the piped drainage network, an entry point for stormwater and an access point for any pipe maintenance required. Pit lids and frames prevent foreign objects from entering the drainage system.	Repairs are carried out when inspection reveals pits and pit lids or frames have become non-functional.	Modes 1 & 2	Declared Arterial (Urban)	N/A
				Declared Arterial (Rural)	N/A
				Collector Road (Rural)	30 working days
				Local Road (Urban)	30 working days
				Local Road (Rural)	30 working days
				Lane	30 working days
				Declared Arterial (Urban)	N/A
				Declared Arterial (Rural)	N/A
<b>Kerb and Channel Maintenance</b> Temporary Maintenance of kerb and channel	Kerb provides a defined edge to the sealed pavement for carriageway alignment and water in channels flows uninterrupted to the nearest drainage pit.	Temporary repair of kerb and channel when vertical displacement >35 mm or horizontal alignment is displaced > 50mm and water ponds and does not flow.	Modes 1 & 2	Unclassified Arterial (Rural)	N/A
				Collector Road (Urban)	5 working days
				Collector Road (Rural)	N/A
				Local Road (Urban)	10 working days
		Permanent repair to be staged in accordance with the annual concrete program		Local Road (Rural)	N/A
				Lane	N/A
				Declared Arterial (Urban)	N/A
				Declared Arterial (Rural)	N/A
<b>Kerb and Channel Maintenance</b> Permanent Replacement of kerb and channel	Kerb provides a defined edge to the sealed pavement for carriageway alignment and water in channels flows uninterrupted to the nearest drainage pit.	Replace kerb and channel when vertical displacement >35 mm or horizontal alignment is displaced > 50mm and water ponds and does not flow.	Modes 1 & 2	Unclassified Arterial (Urban)	Annual Program
				Unclassified Arterial (Rural)	N/A
				Collector Road (Urban)	Annual Program
				Collector Road (Rural)	N/A
				Local Road (Urban)	Annual Program
				Local Road (Rural)	N/A

**2.5.1 Road Management Plan 2017 (Cont.)**

Local Road (Rural)	N/A
Lane	N/A

2.5.1 Road Management Plan 2017 (Cont.)

<p><b>Operational Servicing (Roadside Drains)</b> Investigate Customer Requests</p>	<p>Council is aware of the existence of defects in its drainage assets and is able to program works to ensure that the level of service guaranteed to the community is achieved.  The customer is informed of the outcome of the inspection if requested or deemed necessary.</p>	<p>Drain request inspected and investigated.  <b>Or</b> Within available resource capacity in the event of a high rainfall flooding event.</p>	<p>Mode 2</p>	Declared Arterial (Urban)	2 working days		
				Declared Arterial (Rural)	2 working days		
				Unclassified Arterial (Urban)	2 working days		
				Unclassified Arterial (Rural)	2 working days	Collector 1	
				Collector Road (Rural)	2 working days		
				Local Road (Urban)	2 working days		
				Local Road (Rural)	2 working days		
				Lane	2 working days		
				Mode 2	Declared Arterial (Urban)	5 hours	
				<p><b>Operational Servicing (Roads)</b> Attend Emergency Call Outs</p>	<p>Storm damage and accident damage is responded to quickly during business hours / out of hours ensuring the immediate public safety of road users and householders.</p>	<p>After hours service maintained 100% of the time.  Inspected upon receipt of call from after hours to Customer Service in extraordinary situations.</p>	<p>Mode 2</p>
Unclassified Arterial (Urban)	5 hours						
Unclassified Arterial (Rural)	5 hours						
Collector Road (Urban)	5 hours						
Collector Road (Rural)	5 hours						
Local Road (Urban)	5 hours						
Local Road (Rural)	5 hours						
Lane	5 hours						
<p><b>Operational Servicing (Roads)</b> Investigate Customer Requests</p>	<p>Council is aware of the existence of defects in its road assets and is able to program works to ensure that the level of service guaranteed to the community is achieved.  The customer is informed of the outcome of the inspection if requested or deemed necessary.</p>	<p>Defect investigated and remedial works programmed. Customer informed of outcome if required.</p>	<p>Mode 2</p>				
				Declared Arterial (Rural)	2 working days		
				Unclassified Arterial (Urban)	2 working days		
				Unclassified Arterial (Rural)	2 working days		
				Collector Road (Urban)	2 working days		
				Collector Road (Rural)	2 working days		
				Local Road (Urban)	2 working days		
				Local Road (Rural)	2 working days		
				Lane	2 working days		
<p><b>Pavement Maintenance</b> Carry out major patching</p>	<p>The road surface and pavement provide stable and safe conditions for the travelling public. The completed surface provides a seal against water ingress and ride quality for motorists.</p>	<p>Repair any distressed pavement area &gt;20 m<sup>2</sup> showing cracking and deformation &gt; 40mm under a 1.2 metre straight edge.  Works shall be scheduled in annual patching program.</p>	<p>Mode 3</p>	Declared Arterial (Urban)	N/A		
				Unclassified Arterial (Urban)	Annual patching program		
				Unclassified Arterial (Rural)	Annual patching program		
				Collector Road (Urban)	Annual patching program		
				Collector Road (Rural)	Annual patching program		
				Local Road (Urban)	Annual patching program		
				Local Road (Rural)	Annual patching program		
				Lane	Annual patching program		

2.5.1 Road Management Plan 2017 (Cont.)

<b>Pavement Maintenance</b> Carry out minor patching	The road surface and pavement provide stable and safe conditions for the travelling public. The completed surface provides a seal against water ingress and ride quality for motorists.	Repair any distressed pavement area < or = 20 m <sup>2</sup> showing cracking and deformation > 40mm under a 1.2 metre straightedge.	Modes 1 & 2	Declared Arterial (Urban)	N/A
				Declared Arterial (Rural)	N/A
				Unclassified Arterial (Urban)	20 working days
				Unclassified Arterial (Rural)	20 working days
				Collector Road (Urban)	20 working days
				Collector Road (Rural)	20 working days
				Local Road (Urban)	30 working days
				Local Road (Rural)	30 working days
				Lane	30 working days
<b>Pavement Maintenance</b> Carry out pavement markings and linemarking	Linemarking provides instruction and direction for motorists, assisting in the safe and efficient use of the road.  Completed markings are uniform in appearance, texture, width and thickness and the surface is free from streaks, overlaps, unbedded areas, tyre marks or other defects.	All markings re-painted when more than 50% of each individual marking is worn through.  Works to be carried out in annual linemarking program	Modes 1, 2 & 3	Declared Arterial (Urban)	Annual Linemarking Program
				Unclassified Arterial (Urban)	Annual linemarking program
				Unclassified Arterial (Rural)	Annual linemarking program
				Collector Road (Urban)	Annual linemarking program
				Collector Road (Rural)	Annual linemarking program
				Local Road (Urban)	Annual linemarking program
				Local Road (Rural)	Annual linemarking program
				Lane	Annual linemarking program
				<b>Sign Maintenance</b> Maintain regulatory, warning and standard signs	All regulatory, warning and standard signs are clearly visible and are able to communicate to visitors and residents required information such as regulations, provisions of warnings or to promote safety.  Council to hold in stock at all times a selection of regulatory, warning and standard signs.
Unclassified Arterial (Urban)	5 working days				
Unclassified Arterial (Rural)	5 working days				
Collector Road (Urban)	10 working days				
Collector Road (Rural)	10 working days				
Local Road (Urban)	10 working days				
Local Road (Rural)	10 working days				
Lane	10 working days				
<b>Street Furniture Maintenance</b> Maintain fencing and handrails	Fences and handrails are serviceable and able to fulfil their intention of controlling access for both pedestrians and vehicles.	Repair fencing/railing when it becomes unserviceable. Bent, broken or missing fence or handrail sections / components to be repaired and / or replaced	Modes 1 & 2		
				Declared Arterial (Rural)	30 working days
				Unclassified Arterial (Urban)	30 working days
				Unclassified Arterial (Rural)	30 working days
				Collector Road (Urban)	30 working days
				Collector Road (Rural)	30 working days
				Local Road (Urban)	30 working days
				Local Road (Rural)	30 working days
				Lane	30 working days

2.5.1 Road Management Plan 2017 (Cont.)

<b>Street Furniture Maintenance</b> Maintain guardrails	Guardrails provide an impact absorbing barrier, protecting motorists from dangerous situations.	Repair guardfence with a panel or component affected so as to not jeopardise performance. Other remedial works to be undertaken in accordance with guardrail maintenance program.	Modes 1 & 2	Declared Arterial (Urban)	N/A
				Declared Arterial (Rural)	N/A
				Unclassified Arterial (Urban)	20 working days
				Unclassified Arterial (Rural)	20 working days
				Collector Road (Urban)	20 working days
				Collector Road (Rural)	20 working days
				Local Road (Urban)	20 working days
				Local Road (Rural)	20 working days
				Lane	20 working days
<b>Street Furniture Maintenance</b> Maintain guide posts and delineators	Guideposts and delineators are clearly visible day and night warning motorists of road edges and generally improving the safety of all road users.  Raised pavement markers provide night-time direction and guidance for motorists, assisting in the safe use of the road.	Repair/replace guideposts and reflectors when >10% of delineators are missing, defective or unserviceable in each road segment.	Modes 1 & 2	Declared Arterial (Urban)	N/A
				Declared Arterial (Rural)	N/A
				Unclassified Arterial (Urban)	10 working days
				Unclassified Arterial (Rural)	10 working days
				Collector Road (Urban)	10 working days
				Collector Road (Rural)	10 working days
				Local Road (Urban)	10 working days
				Local Road (Rural)	10 working days
				Lane	10 working days
<b>Street Furniture Maintenance</b> Maintain school crossing posts	School Crossing posts are well maintained and are easily visible to oncoming motorists.	All school crossing posts shall be repaired or replaced when no longer in a serviceable condition.	Modes 1 & 2	Declared Arterial (Urban)	10 working days
				Declared Arterial (Rural)	10 working days
				Unclassified Arterial (Urban)	10 working days
				Unclassified Arterial (Rural)	10 working days
				Collector Road (Urban)	10 working days
				Collector Road (Rural)	10 working days
				Local Road (Urban)	10 working days
				Local Road (Rural)	10 working days
				Lane	10 working days
<b>Traffic Islands/ Structures Maintenance</b> Temporary maintenance of traffic islands	Traffic islands regulate and guide traffic movements without constituting a safety hazard to road users and provide a safe refuge for pedestrians crossing the road.	Repair/make safe damaged traffic island kerbing or infill where > 50mm step or misalignment in island kerbing or infill exists.  Permanent works to be staged, in accordance with the annual concrete program.	Modes 1 & 2	Declared Arterial (Urban)	N/A
				Declared Arterial (Rural)	N/A
				Unclassified Arterial (Urban)	5 working days
				Unclassified Arterial (Rural)	5 working days
				Collector Road (Urban)	5 working days
				Collector Road (Rural)	5 working days
				Local Road (Urban)	10 working days
				Local Road (Rural)	10 working days
				Lane	N/A
<b>Pavement Maintenance</b> Repair Potholes	Pavement surface is smooth, consistent and free of surface defects, resulting in a safe surface for motorists and preventing further decay of the road pavement.	Repair any pothole with depth >35mm and/or diameter >200 mm or equivalent lateral dimension. (Where located on bicycle lanes, depth >20mm).	Modes 1 & 2	Declared Arterial (Urban)	N/A
				Declared Arterial (Rural)	N/A
				Unclassified Arterial (Urban)	5 working days
				Unclassified Arterial (Rural)	5 working days
				Collector Road (Rural)	5 working days
				Local Road (Urban)	10 working days
				Local Road (Rural)	10 working days
				Lane	10 working days

2.5.1 Road Management Plan 2017 (Cont.)

<b>Street Furniture Maintenance</b> Maintain various street furniture items	Street seats and other street furniture are maintained in a safe and serviceable condition for the use and convenience of pedestrians	Repair/replace street furniture or component when it becomes unserviceable.	Modes 1 & 2	Declared Arterial (Urban)	30 working days
				Declared Arterial (Rural)	30 working days
				Unclassified Arterial (Urban)	30 working days
				Unclassified Arterial (Rural)	30 working days
				Collector Road (Urban)	30 working days
				Collector Road (Rural)	30 working days
				Local Road (Urban)	30 working days
				Local Road (Rural)	30 working days
<b>Drainage Maintenance</b> Maintain roadside open drains and culvert crossings	Open roadside drain banks are stable, are not a danger to property or infrastructure and erosion of banks is minimised. Culverts are free from obstructions allowing free passage of stormwater.  Open roadside drains and culvert crossings provide adequate road drainage and water is able to drain freely, preventing road flooding and water ponding.	Stabilizing of banks and re-lining is programmed when cyclic cleaning of the drains no longer delivers an effective outcome for the area drained.  Action required when culverts are obstructed and impeding free passage of stormwater  Program all required repairs into the annual roadside drainage maintenance program.	Modes 1 & 2	Declared Arterial (Urban)	N/A
				Declared Arterial (Rural)	N/A
				Unclassified Arterial (Urban)	N/A
				Unclassified Arterial (Rural)	Annual roadside drainage maintenance program
				Collector Road (Urban)	N/A
				Collector Road (Rural)	Annual roadside drainage maintenance program
				Local Road (Urban)	N/A
				Local Road (Rural)	Annual roadside drainage maintenance program
<b>Pavement Maintenance</b> Apply dust suppressant	Unsealed roads are treated regularly to improve safety, minimise dust problems for residents and to minimise long-term damage through loss of fine particles.	Single application applied to the formed gravelled surfaces of all unsealed roads. Additional application applied if weather and traffic conditions warrant.  Dust suppressant applied if deemed necessary.	Modes 1 & 2	Declared Arterial (Urban)	N/A
				Declared Arterial (Rural)	N/A
				Unclassified Arterial (Urban)	N/A
				Unclassified Arterial (Rural)	Annual Program
				Collector Road (Urban)	N/A
				Collector Road (Rural)	Annual Program
				Local Road (Urban)	N/A
				Local Road (Rural)	Annual Program
<b>Pavement Maintenance</b> Grade unsealed road surfaces	Unsealed pavement surface is smooth, consistent and free of surface defects, resulting in a safe surface for motorists and preventing further decay of the road pavement. Crossfall and super elevation are re-established to enhance the safety performance of the road.	Grade any section of an unsealed pavement when corrugation or other area of distress would prevent a typical passenger vehicle being able to drive at 80% of the posted speed limit.	Modes 1 & 2	Declared Arterial (Urban)	N/A
				Declared Arterial (Rural)	N/A
				Unclassified Arterial (Urban)	N/A
				Unclassified Arterial (Rural)	10 working days
				Collector Road (Urban)	N/A
				Collector Road (Rural)	10 working days
				Local Road (Urban)	N/A
				Local Road (Rural)	10 working days

2.5.1 Road Management Plan 2017 (Cont.)

<b>Pavement Maintenance</b> Grade unsealed shoulders	Drop off at the edge of the sealed road pavement is eliminated and a smooth safe surface is available for occasional traffic use.	Grade when edge of sealed drop off >50mm for > 25 m	Modes 1 & 2	Declared Arterial (Urban)	N/A
				Declared Arterial (Rural)	N/A
				Unclassified Arterial (Urban)	N/A
				Unclassified Arterial (Rural)	10 working days
				Collector Road (Urban)	N/A
				Collector Road (Rural)	30 working days
				Local Road (Urban)	N/A
				Local Road (Rural)	30 working days
<b>Pavement Maintenance</b> Provide local shape correction	Pavement surface is smooth, consistent and free draining, resulting in improved ride quality for motorists and preventing further decay of the road pavement.	Repair any distressed pavement 6 - 19 m <sup>2</sup> in area per segment and deformation >40mm under 1.2m straightedge.	Modes 1 & 2	Declared Arterial (Urban)	N/A
				Declared Arterial (Rural)	N/A
				Unclassified Arterial (Urban)	20 working days
				Collector Road (Rural)	30 working days
				Local Road (Urban)	30 working days
				Local Road (Rural)	30 working days
				Lane	30 working days
				<b>Pavement Maintenance</b> Repair pavement edges	Pavement edges are consistent and free of defects, resulting in a safe surface for motorists and preventing further decay of the road pavement.
Declared Arterial (Rural)	N/A				
Unclassified Arterial (Urban)	N/A				
Unclassified Arterial (Rural)	30 working days				
Collector Road (Urban)	N/A				
Collector Road (Rural)	60 working days				
Local Road (Urban)	N/A				
Local Road (Rural)	60 working days				
<b>Pavement Maintenance</b> Repair sealed pavement cracks	Pavement surface is free of cracks preventing further decay of the road pavement through water infiltration into the road pavement.	Repair cracks >2.0m in length with average crack width >= 3mm or Crocodile cracking >1 m <sup>2</sup> with fines pumping.	Mode 3	Declared Arterial (Urban)	N/A
				Declared Arterial (Rural)	N/A
				Unclassified Arterial (Urban)	Annual crack sealing program
				Unclassified Arterial (Rural)	Annual crack sealing program
				Lane	N/A
<b>Pavement Maintenance</b> Repair sealed pavement cracks	Pavement surface is free of cracks preventing further decay of the road pavement through water infiltration into the road pavement.	Program all crack defects recorded into the Annual Crack Sealing Program	Mode 3	Collector Road (Urban)	Annual crack sealing program
				Collector Road (Rural)	Annual crack sealing program
				Local Road (Urban)	Annual crack sealing program
				Local Road (Rural)	Annual crack sealing program
				Lane	Annual crack sealing program



2.5.1 Road Management Plan 2017 (Cont.)

<b>Pavement Maintenance</b> Resheet unsealed shoulders	Unsealed shoulders are smooth, consistent and free of dropoff defects, resulting in a safe surface for occasional use by motorists and preventing further decay of the road pavement.	Resheet any segment to maintain shoulder formation  Carry out works in annual re-sheeting program.	Modes 1, 2 & 3	Declared Arterial (Urban)	N/A
				Declared Arterial (Rural)	N/A
				Unclassified Arterial (Urban)	N/A
				Unclassified Arterial (Rural)	Annual re-sheeting program
				Collector Road (Urban)	N/A
				Collector Road (Rural)	Annual re-sheeting program
				Local Road (Urban)	N/A
				Local Road (Rural)	Annual re-sheeting program
<b>Roadside Vegetation Maintenance</b> Roadside mowing	Verges, medians and roadside areas are slashed or mowed to provide adequate sight distance for road users, effective cross drainage, a neat appearance to the road asset and the prevention of bushfires in rural areas.	Grass height maintained between 30-200mm  Centre medians and traffic treatments on Declared Arterial Roads to be maintained by VicRoads, unless site specifically maintained by Council under a separate formal agreement with VicRoads  Grass height maintained between 50-800mm, 3 metres out from the back of kerb or road shoulder to the property line.	Modes 1 & 2	Declared Arterial (Urban)	10 working days
				Declared Arterial (Rural)	10 working days
				Unclassified Arterial (Urban)	10 working days
				Collector Road (Urban)	10 working days
				Lane	N/A
				Collector Road (Rural)	10 working days
				Local Road (Rural)	10 working days
				<b>Roadside Vegetation Maintenance</b> Tree and vegetation control	Driver sight distance restored to signs or across horizontal curves in the road alignment. Overhanging branches are trimmed to provide clearance for legal vehicle movements and safe pedestrian usage of footpaths. The potential of safety issues with trees in high wind situations is reduced.
Declared Arterial (Rural)	N/A				
Unclassified Arterial (Urban)	10 working days				
Collector Road (Urban)	10 working days				
Collector Road (Rural)	10 working days				
Local Road (Urban)	10 working days				
Local Road (Rural)	10 working days				
Lane	N/A				
<b>Traffic Islands/ Structures Maintenance</b> Maintain traffic islands	Traffic islands regulate and guide traffic movements without constituting a safety hazard to road users and provide a safe refuge for pedestrians crossing the road.	Replace damaged traffic island kerbing or infill where > 50mm step or misalignment in island kerbing or infill exists.  Permanent works to be staged in accordance with the annual concrete program	Modes 1 & 2	Declared Arterial (Urban)	N/A
				Declared Arterial (Rural)	N/A
				Unclassified Arterial (Urban)	Annual Program
				Collector Road (Rural)	Annual Program
				Local Road (Urban)	Annual Program
				Local Road (Rural)	Annual Program
				Lane	N/A

2.5.1 Road Management Plan 2017 (Cont.)

Table 2 – Footpath, Cycle Paths and Shared Paths

<b>Operational Servicing (Paths)</b> Investigate Customer Requests	A safe passage is provided for the public using footpaths and cycle paths within the city.  Council is able to program and prioritise repairs of defective footpaths.	Path request inspected and investigated.	Mode 2	Pedestrian Malls	2 working days				
				Central Business District Footpaths	2 working days				
				Local Shopping Centre Footpaths	2 working days				
				Residential Footpaths	2 working days				
				Regional Cycle Paths	2 working days				
				Local Cycle Paths	2 working days				
				Industrial/Commercial Footpaths	2 working days				
				Special Risk Zone	2 working days				
				<b>Path Maintenance</b> Reinstate sealed path pavements	Sealed path sections at the end of their useful lives are replaced to ensure pedestrians are provided with a safe walking environment.	Intervention levels as per the Asset Management Plan for Paths	Mode 3	Pedestrian Malls	Asset Management Renewal Program
								Central Business District Footpaths	Asset Management Renewal Program
Local Shopping Centre Footpaths	Asset Management Renewal Program								
Residential Footpaths	Asset Management Renewal Program								
Regional Cycle Paths	Asset Management Renewal Program								
Local Cycle Paths	Asset Management Renewal Program								
Industrial/Commercial Footpaths	Asset Management Renewal Program								
Special Risk Zone	Asset Management Renewal Program								
<b>Path Maintenance</b> Temporary path repairs	Tripping hazards are temporarily eliminated while waiting for permanent repairs Pedestrians and residents are provided with a safe walking environment.	Vertical->15mm Hor.>20mm Depression>30mm Vertical->15mm Hor.>20mm Depression>30mm Vertical->20mm Hor.>20mm Depression>30mm Vertical->25mm Hor.>30mm Depression>50mm Vertical->25mm Hor.>30mm Depression>50mm Vertical->30mm Hor.>30mm Depression>50mm Vertical->25mm Hor.>30mm Depression>50mm Vertical->15mm Hor.>20mm Depression>30mm	Modes 1 & 2	Pedestrian Malls	5 working days				
				Central Business District Footpaths	5 working days				
				Local Shopping Centre Footpaths	5 working days				
				Residential Footpaths	10 working days				
				Regional Cycle Paths	10 working days				
				Local Cycle Paths	10 working days				
				Industrial/Commercial Footpaths	10 working days				
				Special Risk Zone	5 working days				

## 2.5.1 Road Management Plan 2017 (Cont.)

Table 3 - Bridges

<b>Bridge Pavement Maintenance</b> Carry out minor and major patching	Road approach running surfaces to be free from settlement, depressions, cracking and other deterioration	Refer to intervention levels for road network pavement	Modes 1 & 2	All bridges and underpasses	Refer to response times for road network pavement
<b>Bridge Path Maintenance</b> Temporary path repairs	Footway to be free from unevenness	Refer to intervention levels for footpaths, cycle paths and shared paths	Modes 1 & 2	All bridges and underpasses	Refer to response times for footpath, cycle paths and shared paths
<b>Bridge Sign Maintenance</b> Maintain regulatory, warning and standard signs	All regulatory, warning and standard signs are clearly visible and are able to communicate to visitors and residents required information such as regulations, provisions of warnings or to promote safety.	Refer to intervention levels for sign maintenance	Modes 1 & 2	All bridges and underpasses	5 working days
<b>Bridge Furniture Maintenance</b> maintain guideposts and delineators	Guideposts and delineators are clearly visible day and night warning motorists of road edges and generally improving the safety of all road users.  Raised pavement markers provide night-time direction and guidance for motorists, assisting in the safe use of the road.	Refer to intervention levels for street furniture maintenance	Modes 1 & 2	All bridges and underpasses	10 working days
<b>Bridge Furniture Maintenance</b> Maintain fencing and handrails	Fences and handrails are serviceable and able to fulfil their intention of controlling access for both pedestrians and vehicles.	Refer to intervention levels for fencing and handrails	Modes 1 & 2	All bridges and underpasses	20 working days
<b>Bridge Furniture Maintenance</b> Maintain guardrails	Guardrails provide an impact absorbing barrier, protecting motorists from dangerous situations.	Refer to intervention levels for street furniture maintenance (guardrails)	Modes 1 & 2	All bridges and underpasses	30 working days
<b>Bridge Drainage Maintenance</b> Remove drainage obstructions on bridge	Bridge drainage in proper working order and no ponding.	No debris on the deck, in gutters, scuppers and drains which may obstruct free drainage and cause ponding.	Modes 1 & 2	All bridges and underpasses	10 working days
<b>Bridge Drainage Maintenance</b> Clear drains on bridge approaches and check for scour and erosion	Road drainage on bridge approaches free from obstructions and no ponding.	No debris and growth in side drains, channels, inlets and outlet pits and sumps. Free drainage and no ponding. Check for scour, embankment erosion and scour.	Modes 1 & 2	All bridges and underpasses	10 working days
<b>Bridge Drainage Maintenance</b> Clear weepholes	Free drainage of weepholes in abutments and retaining walls.	All weepholes in abutments and retaining walls to be free from obstructions.	Modes 1 & 2	All bridges and underpasses	20 working days
<b>Bridge Maintenance</b>	No leakage from drainage pits nor	No leakage allowed from drainage pits nor	Modes 1 & 2	All bridges and underpasses	10 working days

**2.5.1 Road Management Plan 2017 (Cont.)**

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Check for drain leakages	other structures	other structures
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**2.5.1 Road Management Plan 2017 (Cont.)**

<b>Bridge Maintenance</b> Check for scour at outlets	No scour present at outlets to culverts and off deck drainage channels	No scour allowed at outlets to culverts and off deck drainage channels	Modes 1 & 2	All bridges and underpasses	20 working days
<b>Bridge Maintenance</b> Control erosion of scour at embankments	No erosion or scour present at embankments	All erosion and scour to be eliminated at embankments	Modes 1 & 2	All bridges and underpasses	20 working days
<b>Bridge Maintenance</b> Control weeds and other vegetation	Abutments and wing walls to be free from weeds and other uncontrolled vegetation	All vegetation to be cleared within 2 metres of abutments and wing walls	Modes 1 & 2	All bridges and underpasses	20 working days
<b>Bridge Maintenance</b> Remove graffiti and other inappropriate markings	Bridge or underpass and associated components or services to be free of graffiti or other inappropriate markings	All inappropriate graffiti and inappropriate markings to be removed from structure and associated components or services.	Modes 1 & 2	All bridges and underpasses	4 working days
<b>Bridge Maintenance</b> Maintain pumping equipment	Underpass pumping equipment to be in satisfactory working order	No flooding of underpass or ponding of water within underpass allowed.	Modes 1 & 2	All underpasses	48 hours

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**2.5.1 Road Management Plan 2017 (Cont.)**

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**Guidelines for determining****whether a road is ‘reasonably required for general public use’ within the meaning of section 17(3) of the Road Management Act 2004**

*Definition of “municipal road” (includes section 205 roads, which includes “public highways at common law”)*

1. The number and nature of the separately owned and occupied properties abutting onto the road or requiring the road for access purposes;
2. A range of planning and land use and development considerations, including whether or not land abutting onto the road or requiring the road for access has been developed to its highest and best economic use;
3. The type of properties abutting onto the road, including public open space, community facilities, sporting facilities and car parking areas;
4. Whether the road connects into and forms a part of the wider network of public roads;
5. The usage patterns of the road in relation to the nature and frequency of past, present and likely future use;
6. Whether the road is required for both vehicular and pedestrian use;
7. Whether the Council or any of its predecessors or any other public authority has constructed the road at public expense;
8. Whether the Council has cared for, managed or controlled the road;
9. Whether the properties which enjoy an abuttal to the road or require the road for access purposes have alternative access rights;
10. Whether there are designated car parking facilities and traffic control signs attaching to any public use of the road;
11. Whether the road has ever been required to be set aside for public use as a condition of any planning approval;
12. Whether the road has ever been formally dedicated or proclaimed to be a public highway under the Local Government Act or any predecessor legislation;
13. Whether the road has ever been constructed under a special charge scheme or a private street scheme;
14. Whether the use is occurring “as of right”, in particular evidence of permission;
15. Whether the road contains assets owned and managed by public service authorities, gas, electricity, telecommunications, sewerage, water; and
16. Whether the road has fencing, barriers, signage or associated safety devices.

2.5.1 Road Management Plan 2017 (Cont.)

**REPORT**

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## **2.6 OTHER**

### **2.6.1 Leave of Absence – Chief Executive Officer**

File Id:

Responsible Officer:

Director Corporate Services

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#### **Report Summary**

Greater Dandenong City Council's Chief Executive Officer (CEO) John Bennie PSM is requesting a Leave of Absence to take annual leave for the period Monday 3 July to Wednesday 26 July 2017 inclusive. This Leave of Absence will require Council's endorsement of an acting CEO to cover the period of absence until the CEO's return on Thursday 27 July 2017.

#### **Recommendation Summary**

This report recommends that Council notes that the CEO will be on annual leave from 3-26 July 2017 and endorses the nominee to act in the CEO's position until the CEO returns to work on 27 July 2017.



### 2.6.1 Leave of Absence – Chief Executive Officer (Cont.)

#### Background

For this period of leave, a formal resolution of Council is recommended to note and endorse authority to an acting CEO. For the period proposed, the CEO has assessed the availability and Directorate workload of the Executive Management Team and recommends that one Director takes up the acting position during this time.

#### Proposal

It is proposed that Jody Bosman, Director City Planning, Design and Amenity acts in the position of CEO from 3-26 July 2017 until John Bennie's return to work on 27 July 2017.

#### Financial Implications

There are no financial implications associated with this report.

#### Conclusion

The delegation of powers, duties and functions from Council to the Chief Executive Officer on 9 October 2006 provides the schedule under which the CEO may act. This delegation also extends to any member of staff holding, acting in or performing the position of Chief Executive Officer, so a further delegation is not required.

It is however, important that Council notes the requested leave and endorses the recommendation made in this report.

#### Recommendation

##### That Council:

1. notes the Chief Executive Officer, John Bennie PSM, will be taking annual leave from 3-26 July 2017 (inclusive) returning on 27 July 2017; and
2. endorses Mr Jody Bosman acting in the position of Chief Executive Officer from 3-26 July 2017 (inclusive).

#### MINUTE 242

Moved by: Cr Roz Blades AM

Seconded by: Cr Zaynoun Melhem

##### That Council:

1. notes the Chief Executive Officer, John Bennie PSM, will be taking annual leave from 3-26 July 2017 (inclusive) returning on 27 July 2017; and

**2.6.1 Leave of Absence – Chief Executive Officer (Cont.)**

- 2. endorses Mr Jody Bosman acting in the position of Chief Executive Officer from 3-26 July 2017 (inclusive).**

**CARRIED**

## 2.6.2 Arts Advisory Board (Terms of Reference)

File Id:

Responsible Officer:

Director Community Services

Attachments:

Arts Advisory Board Terms of Reference

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### Report Summary

In the past, Council has been informed and advised on specific arts activity by two separate Committees:

- Drum Theatre Advisory Committee, established from 2012 until disbanding in 2017.
- Public Art Advisory Committee, established in 2014 until its expired term in 2016.

The formation of the Arts Advisory Board will replace these committees and expand and build on their previous scope, duties and responsibilities to advise Council on a more diverse and comprehensive range of matters regarding arts and culture.

This report provides the proposed Terms of Reference for the Arts Advisory Board. These Terms of Reference document has been discussed and reviewed by members of the Drum Theatre Advisory Committee and Public Art Advisory Committee.

### Recommendation Summary

This report recommends the formation of the Arts Advisory Board and endorsement of the Arts Advisory Board Terms of Reference 2017.

## 2.6.2 Arts Advisory Board (Terms of Reference) (Cont.)

### Background

The City of Greater Dandenong has an extensive record of supporting and investing in the arts through its provision of quality facilities, diverse and accessible programs, projects, quality public art and strong business and community partnerships.

In 2016 Council endorsed the Arts and Cultural Heritage Strategy which sets out directions for cultural venues, cultural experiences, the creative built environment, public art, partnerships, sponsorships and active community participation. The Arts Advisory Board will provide independent advice and monitor and oversee the implementation of the Arts and Cultural Heritage Strategy; have oversight of the strategic plan for Drum Theatre; and will further provide advice and influence required to guide significant arts capital investment outcomes such as the development of the Masonic Hall as a high quality art gallery/arts space.

Cultural venues included in the Arts Advisory Board scope include:

- Drum Theatre, Dandenong
- Heritage Hill Museum, Arts Centre and Historic Garden, Dandenong
- Walker Street Gallery and Arts Centre, Dandenong
- Masonic Hall, Dandenong
- Exhibition and creative spaces within Community Hubs, libraries and other community venues.

### Proposal

Draft Terms of Reference have been developed to inform the establishment of the Arts Advisory Board. The Terms of Reference also identify the process for the establishment of the Board. The Terms of Reference are attached (Attachment 1).

### Arts Advisory Board

The Arts Advisory Board will act and operate at a strategic level to consider and provide input, advocacy and specialised knowledge to guide Council's efforts to promote, support and grow arts in the City of Greater Dandenong.

The objectives of the Arts Advisory Board are to:

- Provide advice to Council regarding the strategic direction for arts and culture.
- Provide high-level input into the planning and management processes for arts and cultural venues and programs.
- Provide high-level advice and influence required to guide arts capital investment outcomes.
- Balance community benefit with the strategic oversight of Council's capital and operational investments for the arts.
- Source and advocate for funding and sponsorship opportunities as they arise.
- Advise Council on effective marketing and visitor attraction strategies for arts and cultural venues and programs.

**2.6.2 Arts Advisory Board (Terms of Reference) (Cont.)**

- Develop and promote broad community interest in the arts.
- Consider and provide advice on key Government initiatives, issues, programs and reviews.
- Monitor community feedback and changing trends regarding arts and culture engagement.

Working Groups that report directly to the Arts Advisory Board will be established as needed as outlined in the Terms of Reference.

The proposed membership of the Arts Advisory Board reflects senior, professional and specialised expertise required to provide appropriate advice and recommendations on matters relevant to the proposed Terms of Reference in order to facilitate decision-making by Council.

The Arts Advisory Board will consist of up to five independent members and will also include Councillor representative/s as appointed as part of the annual statutory process and one Council Senior Officer. At least one independent member will need to represent the interests of the local arts community and at least one independent member will need to be an artist (in any form) and represent the interests of the local artist community.

External independent members of the Arts Advisory Board will be recruited by calling for nominations. Specific representatives may also be invited to nominate. All nominations will be assessed by the selection panel against the selection criteria as outlined in the Terms of Reference.

A recommendation about the membership of the Arts Advisory Board will then be made for the consideration and endorsement of Council.

**Community Plan 'Imagine 2030' and Council Plan 2013-2017 – Strategic Objectives, Strategies and Plans**

After consultation with the Greater Dandenong community on what kind of future they wanted to see for themselves and the City in 2030, the result was the Greater Dandenong Community Plan 'Imagine 2030'. This report is consistent with the following community visions:

**Community Plan 'Imagine 2030'****People**

- *Pride* – Best place best people
- *Cultural Diversity* – Model multicultural community

**Place**

- *Sense of Place* – One city many neighbourhoods
- *Appearance of Places* – Places and buildings

**Opportunity**

- *Education, Learning and Information* – Knowledge
- *Jobs and Business Opportunities* – Prosperous and affordable

### **2.6.2 Arts Advisory Board (Terms of Reference) (Cont.)**

- *Central Dandenong* – Regional capital Dandenong
- *Leadership by the Council* – The leading Council

### **Council Plan 2013-2017**

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following goals:

#### People

- A healthy, active and safe community
- A city that celebrates its diversity with pride

#### Place

- A city planned for the future

#### Opportunity

- A thriving and resilient economy
- A Council that listens and leads

The strategies and plans that contribute to these outcomes are as follows:

- Create and Connect 'Arts and Cultural Heritage Strategy 2016'
- Community Wellbeing Plan 2013-17

### **Related Council Policies**

- City of Greater Dandenong Diversity, Access and Equity Policy
- City of Greater Dandenong Community Engagement Policy

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

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

### **Financial Implications**

It is proposed that each independent member of the Arts Advisory Board will be remunerated with a sitting fee. Proposed remuneration rates for each external independent member of the Committee is \$3000 per annum for a Member and \$5000 per annum for the Chairperson.

### **Consultation**

Consultation with members of the Drum Theatre Advisory Committee and Public Art Advisory Committee has occurred in the preparation of the proposed Terms of Reference.

**2.6.2 Arts Advisory Board (Terms of Reference) (Cont.)**

**Conclusion**

The Arts Advisory Board will provide Council with strategic input, advocacy and specialised knowledge to guide Council's efforts to promote, support and grow arts in the City of Greater Dandenong. This aligns closely with the themes and objectives of the Council Plan and Community Wellbeing Plan and is integral to supporting Council's vision for a creative vibrant City, rich in arts and cultural experiences.

The proposed Terms of Reference for the Arts Advisory Board provides a framework for consideration and provision of specific and expert advice to Council that will enhance the profile and increase community participation and engagement in the arts. The Arts Advisory Board will provide guidance to Council that will create investment and partnership opportunities.

**Recommendation**

**That Council:**

1. **notes the conclusion of the Drum Theatre Advisory Committee and Public Art Advisory Committee and provide a letter of thanks, signed by the Mayor to each member noting their important contribution.**
2. **endorses the Terms of Reference for the Arts Advisory Board (Attached).**
3. **endorses the formation of the Arts Advisory Board and seek nominations for the members as noted in this report; and**
4. **notes that a further report recommending the membership of the Arts Advisory Board be provided to Council for endorsement at a later date.**

**MINUTE 243**

Moved by: Cr Matthew Kirwan

Seconded by: Cr Tim Dark

**That Council:**

1. **notes the conclusion of the Drum Theatre Advisory Committee and Public Art Advisory Committee and provide a letter of thanks, signed by the Mayor to each member noting their important contribution.**
2. **endorses the Terms of Reference for the Arts Advisory Board (Attached).**
3. **endorses the formation of the Arts Advisory Board and seek nominations for the members as noted in this report; and**

**2.6.2 Arts Advisory Board (Terms of Reference) (Cont.)**

4. notes that a further report recommending the membership of the Arts Advisory Board be provided to Council for endorsement at a later date.

**CARRIED**



**2.6.2 Arts Advisory Board (Terms of Reference) (Cont.)**

**OTHER**

**ARTS ADVISORY BOARD (TERMS OF REFERENCE)**

**ATTACHMENT 1**

**ARTS ADVISORY BOARD  
TERMS OF REFERENCE (DRAFT)**

**PAGES 9 (including cover)**

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

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**2.6.2 Arts Advisory Board (Terms of Reference) (Cont.)**

### **Arts Advisory Board Draft Terms of Reference**

#### **PURPOSE**

The Arts Advisory Board has been established to support Greater Dandenong's vision for arts and culture across the municipality and provide strategic input, advocacy and specialised knowledge to guide Council's efforts to promote, support and grow arts in the City of Greater Dandenong. The key role of the Board is to provide independent advice and monitor and oversee the implementation of the City of Greater Dandenong Arts and Cultural Heritage Strategy.

The Arts Advisory Board replaces a number of related Advisory Committees and expands and builds on their previous scope, duties and responsibilities to advise Council on a diverse and comprehensive range of matters regarding arts and culture.

The City of Greater Dandenong plays a key role in the planning, development and support of arts and culture throughout the city. The Arts Advisory Board will address issues supporting arts and culture including:

- Oversight of the Arts and Cultural Heritage Strategy and other strategic plans such as the Drum Theatre Strategic Plan.
- Cultural venues – Heritage Hill Museum, Arts Centre and Historic Garden, Walker Street Gallery and Arts Centre, Masonic Hall Dandenong and Drum Theatre.
- Cultural participation including arts programs, projects, festivals and events.
- Support of Community arts initiatives.
- Creative aspects of the built and public environment including public art.
- Support and development of local and emerging artists.
- Partnerships, funding and advocacy.

#### **OBJECTIVES**

The objectives of the Arts Advisory Board are to:

- Provide advice to Council regarding the strategic direction for arts and culture.
- Provide high-level input into the planning and management processes for arts and cultural venues and programs.
- Provide high-level advice and influence required to guide arts capital investment outcomes.
- Balance community benefit with the strategic oversight of Council's capital and operational investments for the arts.
- Consider and advocate for funding and sponsorship opportunities as they arise.

### 2.6.2 Arts Advisory Board (Terms of Reference) (Cont.)

- Advise Council on effective marketing and visitor attraction strategies for arts and cultural venues and programs.
- Develop and promote interest in the arts.
- Support and develop local and emerging artists
- Support community arts initiatives
- Consider and provide advice on key Government initiatives, issues, programs and reviews.
- Monitor community feedback and changing trends regarding arts and culture engagement.

#### REPORTING REQUIREMENT

In accordance with Council's statutory reporting, a yearly report will be provided to Council. The nominated Councillor/s will have the opportunity to speak to the report on behalf of the Arts Advisory Board. Advice may also be provided to Council through Infosum to Councillors or a scheduled Councillor Briefing Session.

#### TERM OF APPOINTMENT

The Arts Advisory Board is an advisory group appointed by Council. The Advisory Board's role is to report to Council and provide appropriate advice and recommendations on matters relevant to these Terms of Reference in order to facilitate decision-making by Council. The process for appointment to the Advisory Board will be undertaken for all members in accordance with the selection process outlined in these Terms of Reference.

Independent members will be appointed to the Board for a period up to 3 years.

#### MEMBERSHIP

The Arts Advisory Board will consist of up to five (5) independent members and will include representatives from the following:

- Councillor representative/s (appointed as part of the annual statutory process)
- One Council Senior Officer
- Up to five (5) external independent persons
  - At least one will need to represent the interests of the local arts community.
  - At least one will need to be a local artist (in any form) and represent the interests of the local artist community.

Members of Arts Advisory Board are free to resign at any time. Should vacancies arise due to resignation or inability to attend the minimum number of meetings during the life of this Advisory Board, these shall be addressed through the Selection Process.

If Council receives a request for membership in addition to the appointed members, such a request will only be considered if a vacancy exists.

In the event of a vacancy on the Advisory Board being created for any reason, the position shall be filled through the process described the Selection Process. The Board may resolve to leave the vacancy unfilled for an agreed period of time.

The term for any member appointed part way through the life of the Arts Advisory Board shall expire in line with the other members of the Advisory Board.

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## 2.6.2 Arts Advisory Board (Terms of Reference) (Cont.)

### **ROLE OF THE COUNCILLOR/S**

One or more Councillors shall normally be appointed annually at the Special Council meeting to determine Councillor Representation on Advisory Committees or otherwise by Council resolution. A substitute Councillor can be nominated to attend should the appointed Councillor(s) be unavailable. Should Councillors be nominated on the Arts Advisory Board, the Councillor(s) will:

- Be appointed by Council in accordance with the annual statutory Council appointments
- Act as a link between Council and the Arts Advisory Board
- At all times act in accordance with the Code of Conduct – Councillors, 12<sup>th</sup> Edition.

### **ROLE OF THE COUNCIL EXECUTIVE MEMBER**

A senior Council Executive member (non-voting) shall be nominated by Council's Chief Executive Officer and reported to Council at the Special Council Meeting referred to above to appoint the Councillor members.

### **ROLE OF THE CHAIRPERSON**

The Chairperson shall be an external independent member appointed by Council for purposed of the inaugural Advisory Board and then elected annually by the members. In the absence of the Chairperson from a meeting, the meeting will appoint an acting Chairperson who shall still be an external independent member.

### **ROLE OF THE EXTERNAL INDEPENDENT PERSONS**

Council will endeavor to appoint external independent members that bring a range of complementary skills to the Advisory Board. Appointments of external persons shall be made by Council resolution and be for a three (3) year term. Members can only be appointed for three consecutive terms.

Remuneration will be paid to each external independent member of the Arts Advisory Board at the rate of \$3000 per annum for a Member and \$5000 per annum for the Chairperson.

### **SELECTION PROCESS**

External independent members of the Arts Advisory Board will be achieved by calling for nominations. Specific representatives may also be invited to nominate. A nomination form must be completed by interested representatives and all nominations will be assessed against the Criteria for Membership.

### **CRITERIA FOR MEMBERSHIP OF THE ARTS ADVISORY BOARD**

Nominees for membership of an Arts Advisory Board must be able to demonstrate:

- Senior experience and expertise in the following areas:
  - Performing arts
  - Arts and cultural activities
  - Business

### 2.6.2 Arts Advisory Board (Terms of Reference) (Cont.)

- Finance
- Marketing, communications and promotions
- Fundraising, philanthropy and sponsorship
- Government relations
- Tourism
- An ability to constructively participate in an advisory capacity and exercise a range of views that reflect the diversity of the community
- Sound knowledge and understanding of local issues that are relevant to the interest area
- Knowledge and experience with community and/or business networks and linkages within the Greater Dandenong
- A willingness to contribute positively to meetings in a fair and unbiased manner
- An ability to look beyond personal interests for the benefit of the community and residents of Greater Dandenong
- A capacity to commit to the Arts Advisory Board for the required duration
- A willingness to the commit time and contribute to Arts Advisory Board activities and tasks outside regular board meetings

#### **SELECTION PANEL**

When the appointment of members of the Arts Advisory Board is required and nominations are received, the following selection panel shall convene:

- A Senior member of Council (CEO or Director)
- A Council Senior staff member from a service area that is relevant to the Arts Advisory Board.

All nominations will be assessed by the selection panel against the selection criteria.

A recommendation about the membership of the Arts Advisory Board will then be made for the consideration and endorsement of Council.

It is noted that once the Arts Advisory Board has been appointed, the selection panel will be disbanded.

#### **RESPONSIBILITIES OF THE ARTS ADVISORY BOARD**

Through advice and timely information from the Arts Advisory Board, Council will be better informed and equipped to promote, support and grow arts in the City of Greater Dandenong.

Specific responsibilities of the Arts Advisory Board are to:

- Provide advice to Council for supporting and investing in arts and culture across the municipality, through
  - provision of quality facilities
  - diverse and accessible programs and projects
  - strong business and community partnerships
  - support of local and emerging artists
  - support of community arts initiatives
  - increasing participation of Greater Dandenong residents and visitors in Council and community initiated arts programs and initiatives
- Provide advice to Council on the implementation of relevant arts and cultural strategies.

### 2.6.2 Arts Advisory Board (Terms of Reference) (Cont.)

- Strengthen advocacy and act as champion for the arts in Greater Dandenong.
- Provide a forum for discussion on arts industry trends and best practice in both the Local Government and arts sectors
- Represent the interests of all members in the community and act in the best interests of Council
- Act with integrity, confidentiality and objectivity.

#### **MEETINGS OF THE ARTS ADVISORY BOARD**

The Arts Advisory Board will meet a minimum of four times per year and at least once every quarter. Additional meetings will be convened at the discretion of the Chairperson or at the written request of any member of the Arts Advisory Board.

A schedule of meetings will be developed and agreed to by the members annually.

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

All meetings shall be held in a central Council venue to be decided by the Advisory Board.

#### **WORKING GROUPS**

Working groups of the Arts Advisory Board will be established within six (6) months of the initial meeting of the Advisory Board. Working groups will report to and be chaired by one of the members of the Arts Advisory Board. Working groups will have a defined purpose i.e. they may be set up for a particular project, field of arts or particular stakeholder group.

The Advisory Board will refine the role, responsibility and resourcing of working groups, ensuring that overall responsibilities of the working groups are to:

- Ensure broad and diverse representation of the local community in arts interests.
- Provide information and feedback to the Arts Advisory Board on arts issues.
- Advocate for arts and arts engagement across the municipality.
- Support the implementation of relevant arts and cultural strategies.
- Implement particular actions or roles of the Advisory Board.

The Advisory Board will retain the ability to conclude the working groups or the groups' formal relationship with the Advisory Board at its discretion and/or at the achievement of its objectives.

Working groups will consist of a broad and diverse representation of the local community including, but not limited to:

- Residents
- Artists and creators
- Businesses
- Schools, (Primary, Secondary, and/or Tertiary)
- Community Groups
- Community Agencies
- Other

The Working groups will meet a minimum of two (2) times per year and at least once every financial half year. Additional meetings will be convened by the Arts Advisory Board, as required. The activities of the working groups will be reported at meetings of the Arts Advisory Board.

### 2.6.2 Arts Advisory Board (Terms of Reference) (Cont.)

Council staff will provide administrative support and service expertise to the Working groups.

#### **ATTENDANCE AND RECORD OF MEETINGS**

All meetings will have an agenda. Minutes of the meeting will record attendees, apologies, decisions and actions.

The Chairperson will oversee the preparation of the agenda in consultation with Council staff. It is noted that any member may submit agenda items prior to the finalisation and distribution of the agenda.

Council staff will provide administrative support and service expertise to the Arts Advisory Board and will ensure the timely preparation and distribution of agendas and minutes.

Advisory Board members will be expected to demonstrate their commitment and due diligence by the preparation for, attendance at, and active participation in, Advisory Board meetings. It is expected that each member of the Arts Advisory Board will attend a minimum of four meetings each year.

#### **CHAIRPERSON**

The Chairperson will be selected from the membership by the Advisory Board.

The appointed Chairperson is responsible for the conduct of meetings, ensuring fair and equitable opportunities for views to be discussed by all members of the Advisory Board.

#### **QUORUM AND VOTING**

Decisions requires a quorum of three (3), comprising at least two (2) external independent members.

It is preferable that decisions are made at meetings by reaching a consensus; however there may be circumstances where a matter is decided by a vote. Each member is entitled to one vote, except that the Chairperson may exercise a casting vote.

#### **CONFLICT OF INTEREST**

The Local Government Act identifies direct and indirect conflicts of interest which require disclosure as and when they arise. Members of the Advisory Board must be fully aware of their responsibilities with regard to the management of interests in relation to the discharge of their duties as a member of the Advisory Board.

#### **OFFICERS IN ATTENDANCE**

The relevant Director will determine the appropriate officers to attend the Advisory Board meetings from time to time. Officers may also be co-opted to attend Working Group meetings as required.

**2.6.2 Arts Advisory Board (Terms of Reference) (Cont.)**

**REPORTING**

The Advisory Board shall report annually to the Council summarising the activities of the Advisory Board during the previous financial year.

The Chairperson may be invited to attend Councillor Briefing Sessions on an "as needs basis" as part of the Advisory Board's performance report to Council.

**GENERAL**

The Advisory Board should address issues brought to the attention of the Advisory Board including responding to requests from Council for advice that are within the parameters of the Advisory Board's Terms of Reference.

DRAFT



2.6.2 Arts Advisory Board (Terms of Reference) (Cont.)



**Code of Conduct for Members of the Arts Advisory Board**

I .....agree to:

- ✓ Attend Advisory Board meetings and provide apologies in advance where attendance is not possible.
- ✓ Act in an advisory capacity by disseminating authorised information within the community and provide insight and advice into arts sector and community perspectives.
- ✓ Seek at all times to obtain and represent the views of the broader community.
- ✓ 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.
- ✓ Notify Council of any potential conflict of interest that may arise with respect to my participation on the Advisory Board.
- ✓ Allow Council to promote my participation in the Advisory Board in order to promote, support and grow arts in the City of Greater Dandenong. Not disseminate confidential information that is discussed at the Advisory Board meetings as advised by the Advisory Board chair.
- ✓ Not make any media comment on behalf of the Advisory Board in relation to the project unless approved by the Advisory Board chair.
- ✓ At all times act in accordance with the Agreed Meeting Etiquette.
- ✓ Declare any conflict of interest, direct or indirect, which may impact on my ability to carry out my duties with impartiality.

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Arts Advisory Board

### **2.6.3 Response to Notice of Motion No 5 - Consideration of Occasional Care Facilities in the new Springvale Library and Community Hub**

File Id: A4352323  
Responsible Officer: Director Community Services  
Attachments: Level 1 Floorplan

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#### **Report Summary**

Response to Notice of Motion No.5 was presented to Council on 18 April 2017. Further information was sort on Option 2, to include the amenities for occasional care in the current foot print and a business case for the establishment of occasional care in the new Springvale Library and Community Hub.

#### **Recommendation Summary**

This report recommends that the children's occasional care facilities be incorporated into the design footprint for the Springvale Library and Community Hub to accommodate for occasional care services.

**2.6.3 Response to Notice of Motion No 5 - Consideration of Occasional Care Facilities in the new Springvale Library and Community Hub (Cont.)**

**Background**

Notice of Motion response No.5 was presented to Council on 23 January 2017 requesting:

“That a report be presented to Council during the first quarter of 2017 on the need for, potential benefits to the community, feasibility, viability, costs and other operational matters, associated with the establishment of an occasional care service, including analysis of different options, in the proposed Springvale Community Hub for Council consideration”

The Springvale Library and Community Hub will provide access to a range of multipurpose meeting spaces and a state of the art library within parkland setting at the Springvale Civic site.

The design brief developed in 2016 included a range of spaces that would be suitable for programs, meetings and workshops. The brief at the time did not include a requirement for a purpose-built facility for short term child care.

Occasional care is a licensed service that is regulated by the Victorian [Children's Services Act 1996](#) and [Children's Services Regulations 2009](#).

The type of service and licensing for occasional care will be determined by the Department of Education and Training (DET) after approval of use is granted to a particular premise to operate a children's service.

Currently, there is one service provider registered as an approved provider under the Victorian Children's Services Act 1996 and Regulations 2009 offering occasional care in Springvale.

- Småland (Ikea) ( Springvale), Mondays to Fridays 10am - 5pm and Saturdays & Sundays 10am - 5:30pm

In addition, there are 10 Long Day Care and many Family Day Care Approved Providers under the National Education and Law Act 2010 and Regulations 2011.

All providers have existing vacancies for occasional care with the exception of Springvale Services for Children. A number of other specific occasional care providers operate within the municipality. (Attachment 2)

Current data provides information on Centre based care only. There is no anecdotal data on demand for occasional care services in Springvale.

In consultation with 63 families, 81.97% had 1-3 children in their households. Cultural backgrounds included, Australian, Vietnamese, Chinese, Indian, Sri Lankan, Cambodian and Burmese. Only 7.94% of respondents were from Asylum Seeker of Refugee backgrounds and 47.62 % hold a current health care card.

### **2.6.3 Response to Notice of Motion No 5 - Consideration of Occasional Care Facilities in the new Springvale Library and Community Hub (Cont.)**

The familiarity of occasional care from respondents was very low, with 84.13% being unfamiliar with this service type. 75% of respondents either did not require or could not afford to pay for occasional care services, and most relied on family or friends to help out with short term care needs. However, respondents told Council officers that the location of a service was very important and should be in close proximity to nearby appointments, shopping in Springvale and to enable social interactions for their child.

#### **Categories of licensing and potential option of licence for Springvale Hub**

There are three types of licences for Occasional Care:

1. Standard license
2. Limited hours license – type 1 or 2
3. Short term license – type 1 or 2

The Springvale Hub could potentially accommodate a 'Limited Hours Service Type 1 or 2 service' with varying implications to the design and cost of the Hub / Precinct. The type of license would be subject to the type of usage, as detailed below:

- Limited hours Type 1 service means a children's service that is established to care for or educate each child for not more than 2 hours a day and not more than a total of 6 hours a week; Example: a children's service operating at a sport or leisure facility or a shopping centre.
- Limited hours Type 2 service means a children's service that is established to care for or educate each child for not more than 5 hours a day and not more than a total of 15 hours a week; Example: a children's service operating at a Neighbourhood House.

The Department of Education and Training states there is no requirement for a Limited hours Type 1 or 2 services to have an outdoor play area.

#### **Staffing requirements and operational costs**

Council is not a provider of child care, therefore a third party provider would need to be sought to run an occasional care service if required. Staffing requirements would be a minimum 2 staff; at all times, one holding at least diploma level qualification, one Cert 3. Staffing costs would be subject to the service license type and the number of children less than 3 years of age (1 staff member to every 4 children) and over 3 years of age (1 staff member to every 11 children in care).

#### **Facility requirements**

An 18 place limited hours children's service type 1 or 2 for 0-6 years old space would require:

- Minimum space requirement = 58.5 sq. metres indoor room space
- Minimum space requirement = 126 sq. metres outdoor space (optional)

Additionally, the service must have amenities including 2 small toilets, nappy change facilities and access to an office, store room, staff room and a waiting area.

**2.6.3 Response to Notice of Motion No 5 - Consideration of Occasional Care Facilities in the new Springvale Library and Community Hub (Cont.)****Proposal**

Modify the existing design to accommodate occasional care type 1 or 2 within the existing building envelope, at an approximate cost of \$80,000.

Potential exists to expand the capacity of Meeting Rooms 4 and 5 to accommodate Occasional Care by providing the required amenities in the neighbouring room – currently earmarked for storage (i.e. children's toilets, nappy change facilities, storage). The required office, staff room and waiting area could be accommodated within the existing building design.

Under this option, the room/s (total 60m<sup>2</sup>) would continue to operate as multi-purpose meeting spaces, but have the capacity to accommodate occasional child care if the need arises in the future.

Ongoing operational costs have been excluded from this analysis, as Council is not a child care provider and any service would need to be run by an external provider / agency on a user-pays basis. Recurrent / maintenance costs have also been excluded.

Additionally, there is no demonstrated community need for an occasional child care service to be provided in the short-term, based on the current capacity of existing child care providers in Springvale, and in response to community consultation.

**Community Plan 'Imagine 2030' and Council Plan 2013-2017 – Strategic Objectives, Strategies and Plans**

After consultation with the Greater Dandenong community on what kind of future they wanted to see for themselves and the City in 2030, the result was the Greater Dandenong Community Plan 'Imagine 2030'. This report is consistent with the following community visions:

**Community Plan 'Imagine 2030'**

- *Pride* – Best place best people
- *Cultural Diversity* – Model multicultural community
- *Lifecycle and Social Support* – The Generations supported

**Place**

- *Sense of Place* – One city many neighbourhoods
- *Safety in Streets and Places* – Feeling and being safe
- *Appearance of Places* – Places and buildings

**Opportunity**

- *Education, Learning and Information* – Knowledge
- *Jobs and Business Opportunities* – Prosperous and affordable

**2.6.3 Response to Notice of Motion No 5 - Consideration of Occasional Care Facilities in the new Springvale Library and Community Hub (Cont.)**

**Council Plan 2013-2017**

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following goals:

People

- A healthy, active and safe community
- A city that celebrates its diversity with pride

Place

- A city planned for the future

Opportunity

- A Council that listens and leads

The strategies and plans that contribute to these outcomes are as follows:

- Children's Plan 15-19
- Community Wellbeing Plan 14-18
- Youth Strategy 14-18

**Related Council Policies**

- Asset Management
- Community Engagement
- Community Facilities Management
- Community Funding Program
- Community Support Grants
- Disability
- Human Rights and Equal Opportunity
- Indigenous
- Multi Use of Community Facilities

**Victorian Charter of Human Rights and Responsibilities**

The Victorian Charter of Human Rights and Responsibilities has been considered in the preparation of this Policy but is not relevant to the content of the Policy.

**Financial Implications**

There are no current resources included within the Annual Budget for this purpose. Consideration for funding will need to be referred to the Mid-Year Review process.

**2.6.3 Response to Notice of Motion No 5 - Consideration of Occasional Care Facilities in the new Springvale Library and Community Hub (Cont.)**

**Consultation**

We have consulted with 63 local community families on demand for occasional care in the Springvale Library and Community Hub.

Consultation has also occurred with key internal and external stakeholders on the scope and development of the Springvale Library and Community Hub.

**Conclusion**

The Council Plan, Community Wellbeing Plan and the Children's Plan provide ongoing commitment to planning service delivery and infrastructure renewal, maintenance and capital improvement of assets.

The building will provide opportunities for the future and capacity to accommodate occasional care within the Springvale Library and Community Hub.

**Recommendation**

**That Council modify the existing design to accommodate occasional care type 1 or 2 within the existing building envelope, at an approximate cost of \$80,000.**

**MINUTE 244**

Moved by: Cr Sean O'Reilly

Seconded by: Cr Roz Blades AM

**That Council modify the existing design to accommodate occasional care type 1 or 2 within the existing building envelope, at an approximate cost of \$80,000.**

**CARRIED**

**2.6.3 Response to Notice of Motion No 5 - Consideration of Occasional Care Facilities in the new Springvale Library and Community Hub (Cont.)**

**OTHER**

**RESPONSE TO NOTICE OF MOTION NO 5 - CONSIDERATION OF  
OCCASIONAL CARE FACILITIES IN THE NEW SPRINGVALE LIBRARY  
AND COMMUNITY HUB**

**ATTACHMENT 1**

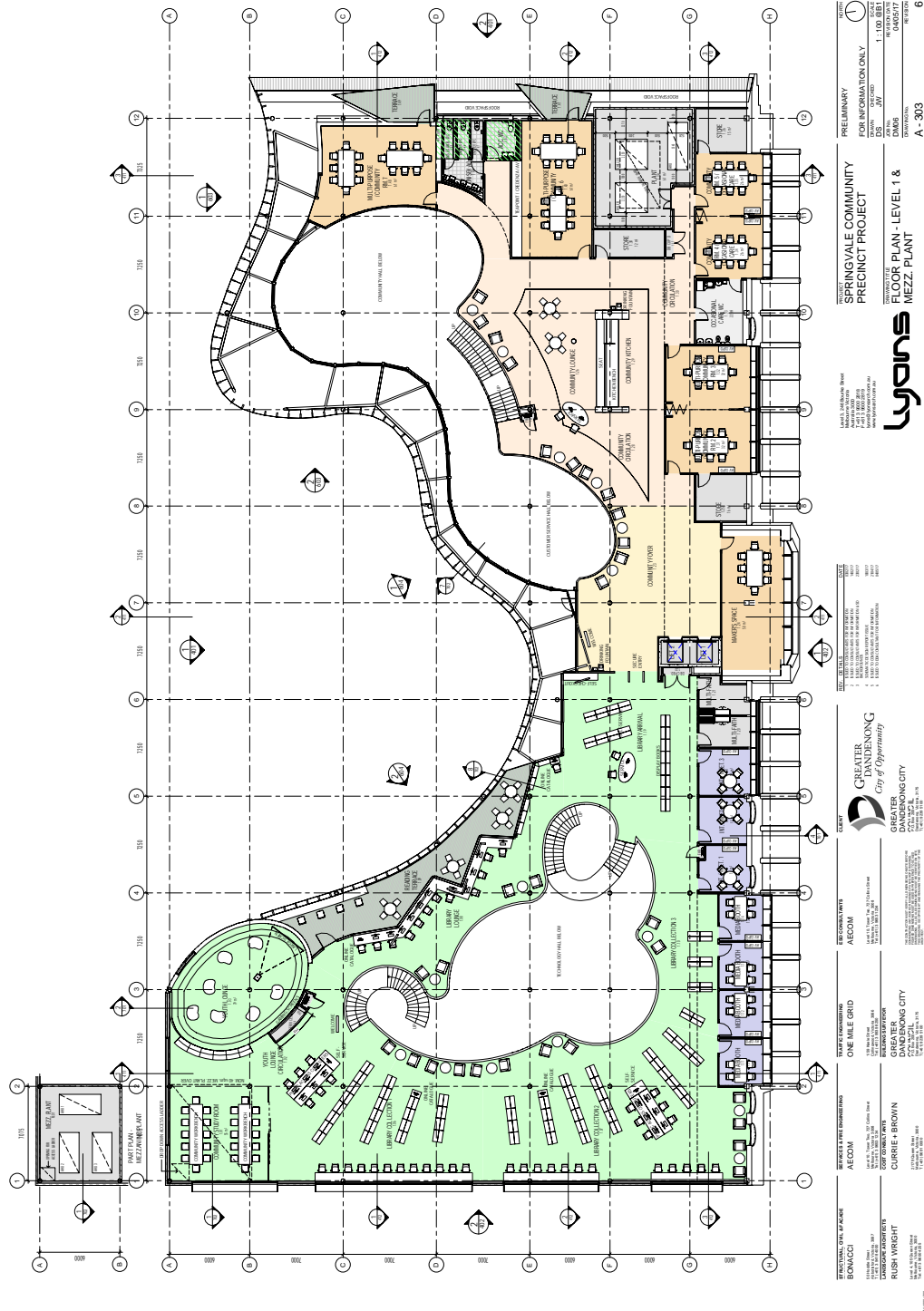
**LEVEL 1 FLOORPLAN**

**PAGES 2 (including cover)**

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



2.6.3 Response to Notice of Motion No 5 - Consideration of Occasional Care Facilities in the new Springvale Library and Community Hub (Cont.)



## **2.6.4 Report on Matters Discussed at Councillor Briefing Sessions - 8, 15 & 22 May 2017**

File Id: fA25545

Responsible Officer: Director Corporate Services

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### **Report Summary**

As part of Council's ongoing efforts to improve transparency in Council processes, matters discussed at Councillor Briefing Sessions (other than those matters designated to be of a confidential nature) are reported on at ordinary Council meetings.

The matters listed in this report were presented to Councillor Briefing Sessions in May 2017.

### **Recommendation Summary**

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

**2.6.4 Report on Matters Discussed at Councillor Briefing Sessions - 8, 15 & 22 May 2017 (Cont.)****Matters Presented for Discussion**

Item		Briefing Session
<b>1</b>	<p><b><i>Executive Updates/Discussion</i></b></p> <p>Councillors and Council officers briefly discussed the following topics:</p> <p>a) The continued provision of end-of-life Council fleet vehicles to Victoria Police for use.</p> <p>b) Victorian public service offices in regional centres and activity districts and progressive discussions with State Government.</p> <p>c) Event announcing the Memorandum of Understanding with Casey and Cardinia Councils in establishing an A-League and W-League south east regional soccer teams.</p> <p>d) Agenda items for the Council Meeting of 8 May 2017.</p>	<b>8 May 2017</b>
<b>2</b>	<p><b><i>Level Crossing Removal Project – Caulfield to Dandenong</i></b></p> <p>Councillor understanding was sought regarding the Project's progress to date and the LXRA's reception of Council's key issues and concerns.</p>	<b>15 May 2017</b>
<b>3</b>	<p><b><i>AMES Noble Park Site – Land use and development opportunity</i></b></p> <p>Councillors were presented with information regarding opportunities for greater utilisation of the AMES Noble Park site as envisaged by AMES.</p>	<b>15 May 2017</b>
<b>4</b>	<p><b><i>Annual Plan 2017-18</i></b></p> <p>Councillor approval was sought to proceed with the adoption of the Annual Plan 2017-18 currently scheduled for the 26 June 2017 Council Meeting.</p>	<b>15 May 2017</b>
<b>5</b>	<p><b><i>Preliminary Review of the Community Response Grants Policy</i></b></p> <p>Councillor views were sought regarding the future direction of the Grants Policy.</p>	<b>15 May 2017</b>
<b>6</b>	<p><b><i>Councillor/Staff Interaction Protocol</i></b></p> <p>Councillor views and input were sought into the proposed communication protocol.</p>	<b>15 May 2017</b>

**2.6.4 Report on Matters Discussed at Councillor Briefing Sessions - 8, 15 & 22 May 2017 (Cont.)**

<b>7</b>	<p><b><i>Executive Updates/Discussion</i></b></p> <p>Councillors and Council officers briefly discussed the following topics:</p> <p>a) State Taxation Acts Amendment Bill and possible impacts on Council.</p> <p>b) Success of Employment Taskforce – inaugural meeting.</p> <p>c) Further annual subscription to the Alliance for Gambling Reform.</p> <p>d) Agenda items for the Council Meeting of 22 May 2017.</p>	<b>22 May 2017</b>
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**Apologies**

- Councillor Roz Blades submitted an apology for the Councillor Briefing Session on 8 May 2017.
- Councillor Loi Truong did not attend the Councillor Briefing Session on 22 May 2017.

**Recommendation**

**That the information contained in this report be received and noted.**

**MINUTE 245**

Moved by: Cr Zaynoun Melhem

Seconded by: Cr Youhorn Chea

**That the information contained in this report be received and noted.**

**CARRIED**

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

File Id: qA283304  
Responsible Officer: Director Corporate Services  
Attachments: Correspondence Received 8-26 May 2017

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#### **Report Summary**

Subsequent to resolutions made by Council on 11 November 2013 and 25 February 2014 in relation to a listing of incoming correspondence addressed to the Mayor and Councillors, Attachment 1 provides a list of this correspondence for the period 8-26 May 2017.

#### **Recommendation**

**That the listed items provided in Attachment 1 for the period 8-26 May 2017 be received and noted.**

#### **MINUTE 246**

Moved by: Cr Matthew Kirwan  
Seconded by: Cr Youhorn Chea

**That the listed items provided in Attachment 1 for the period 8-26 May 2017 be received and noted.**

**CARRIED**

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

**OTHER**

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

**ATTACHMENT 1**

**CORRESPONDENCE RECEIVED 8-26 MAY  
2017**

**PAGES 3 (including cover)**

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

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



## Correspondences addressed to the Mayor and Councillors received between 08/05/2017 &amp; 26/05/2017 - for officer action - total = 11

Correspondence Name	Date Created	Objective ID	User Assigned
Letter from Bonbeach resident regarding child safety outside Dandenong West Primary School.	22-May-17	FA125042	CEO
Request for Council to deal with ongoing issues of hooning, street clean-ups, graffiti and vandalism near the corner of Healey Road and Commercial Drive, Dandenong South.	24-May-17	FA125137	CEO
Enquiry from local swimming club regarding the Noble Park Aquatic Centre NPAC closure.	25-May-17	FA125200	Engineering Services
Request from former resident to hold a charity food truck event in the Dandenong CBD.	17-May-17	FA124903	Greater Dandenong Business
Request from the Consul General of India to visit and make a presentation to the business sectors in Greater Dandenong.	8-May-17	FA124506	Greater Dandenong Business
Letter from the Public transport Ombudsman offering support for residents and requesting a meeting with the Mayor.	19-May-17	FA124997	Mayor & Councillors Office
Letter from Bonbeach resident regarding road and child safety issues outside Dandenong West Primary School.	22-May-17	FA125041	Mayor & Councillors Office
Copy of letter from Rowville resident to the Prime Minister Concern expressing regarding closure of the Dandenong Office of Department of Immigration and Border Protection.	15-May-17	FA124784	Mayor & Councillors Office
Letter from Mayor of Whittlesea seeking support for the deferral of the draft State Taxation Acts Amendment Bill.	18-May-17	FA124972	Mayor & Councillors Office
Complaint from Sunflower Street Keysborough resident regarding Heritage Farm on Westwood Boulevard.	22-May-17	FA125070	Regulatory Services
Letter from Quit Victoria regarding health and legislative issues associated with outdoor smoking and offering to discuss issues with Councillors and regulatory staff.	22-May-17	FA125040	Regulatory Services

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



**3 Correspondences addressed to the Mayor and Councillors received between 08/05/2017 & 26/05/2017 - for information only - total =**

Correspondence Name	Date Created	Objective ID	User Assigned
Letter from Moorabool Shire Council seeking support for the implementation of Container Deposit Legislation for Victoria.	17-May-17	A4352869	Engineering Services
Letter from Minister for Sport advising that funding for the 2017/18 Country Football and Netball Program is open. Applications close 26 July 2017	22-May-17	A4360037	Mayor & Councillors Office
Letter from the Minister for Multicultural Affairs advising of the State Government's e Multicultural Policy Statement (MPS).	12-May-17	A4346135	Community Wellbeing



## 2.6.6 Alliance for Gambling Reform

File Id: A4365341  
Responsible Officer: Director Community Services

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### Report Summary

The Alliance for Gambling Reform was founded in 2015 by prominent activists, academics and others to advocate for gambling reform at a State and Federal level.

Council has been an active member of the Alliance since its inception, and in August 2016, provided \$25,000 to support its activities, becoming a top-tier financial supporter and receiving Alliance support in strengthening its local advocacy.

Financial support from Greater Dandenong and other councils has enabled the Alliance to conduct a number of campaigns to raise the profile of gambling issues among the public and lobby governments for gambling reform.

To sustain these efforts, the Alliance seeks continued Council funding, in the amount of \$25,000 for 2017-18.

### Recommendation Summary

This report recommends that Council provide a grant of \$25,000 to the Alliance for Gambling Reform to support its advocacy for State and Federal gambling reform, and thereby ease the burden of gambling upon residents of Greater Dandenong and other vulnerable communities.

### 2.6.6 Alliance for Gambling Reform (Cont.)

#### Background

The Alliance was formed in 2015, following the 'Enough Pokies' campaign, in which Greater Dandenong joined other Victorian Councils to advocate for gambling reform.

With a core membership of prominent academics, activists and community leaders, the Alliance united Councils, community groups and others, while private funding enabled it to engage a full-time executive officer.

The goals of the Alliance are aligned with Council's Electronic Gaming Policy 2014, which emphasises the role of advocacy for reforms to reduce the financial and personal costs of gambling to this community. Accordingly, Council granted \$25,000 to the Alliance in August 2016. With similar support from a selection of other Councils, these funds enabled the Alliance to develop vigorous and multi-faceted state-wide and national campaigns, including:

- A suit against Crown Casino and Aristocrat to remove deceptive features of the design of gaming machines.
- Implementation of \$1 maximum bets on poker machines, building on the announcement by Coles that they would support \$1 bet limits on their machines.
- Promotion of 'pokie-free' clubs to encourage others to remove gaming machines.
- Lobbying Federal parliament to restrict gambling ads during sports broadcasts and G-rated viewing times.
- Development of videos to promote Alliance messages among the public.
- Research about gambling issues of importance to local government.
- Community engagement through social media, website, emails and volunteers.

The Alliance has also provided extensive assistance to Council in the development of brochures, posters and pull-up banners for distribution and display across the community, refurbishment of Council's gambling webpage and provision of social media posts to inform and engage residents.

Council funding has also enabled the Alliance to employ former parliamentarian Kelvin Thompson to engage with and support local governments, and media commentator Stephen Mayne to strengthen communications with the public, parliamentarians and others.

#### Proposal

Further Council funding will enable the Alliance to meet the challenges of the 2018 State election, which presents an important opportunity to secure legislative changes to benefit all Councils. The Alliance will consult with its local government leadership group, including the City of Greater Dandenong, as it finalises its platform.

Council's financial support will also sustain its close collaboration with the Alliance, including through social media posts, community-based initiatives, assistance with media coverage and designs for billboards and other outdoor advertising.

### 2.6.6 Alliance for Gambling Reform (Cont.)

Most importantly, such funding will help to sustain and strengthen Alliance campaigns at a state-wide and federal level. As a community with the State's highest level of gaming losses and lowest incomes, Greater Dandenong has more at stake in the success of the Alliance for Gambling Reform than any other Victorian community.

The activities of the Alliance for Gambling Reform offer the most hopeful prospect of achieving enduring and substantial reform to ease the burden of gambling losses upon our residents.

It is therefore recommended that Council grant \$25,000 to help fund the work of the Alliance for the period from now to 30 June 2018.

### **Community Plan 'Imagine 2030' and Council Plan 2013-2017 – Strategic Objectives, Strategies and Plans**

After consultation with the Greater Dandenong community on what kind of future they wanted to see for themselves and the City in 2030, the result was the Greater Dandenong Community Plan 'Imagine 2030'. This report is consistent with the following community visions:

#### **Community Plan 'Imagine 2030'**

##### People

- *Pride* – Best place best people
- *Lifecycle and Social Support* – The Generations supported
- *Travel and Transport* – Easy to get around

##### Opportunity

- *Education, Learning and Information* – Knowledge
- *Jobs and Business Opportunities* – Prosperous and affordable
- *Leadership by the Council* – The leading Council

#### **Council Plan 2013-2017**

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. This report is consistent with the following goals:

##### People

- A healthy, active and safe community

##### Opportunity

- A thriving and resilient economy
- A Council that listens and leads

### **2.6.6 Alliance for Gambling Reform (Cont.)**

The strategies and plans that contribute to these outcomes are as follows:

- Community Wellbeing Plan 2013-17
- Council Plan 2013-2017

### **Related Council Policies**

Greater Dandenong Electronic Gaming Policy 2014

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

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

### **Financial Implications**

The resource requirements associated with this report are \$25,000. There is no annual budget allocation for this purpose.

### **Consultation**

The community was consulted in the development of the Greater Dandenong Electronic Gaming Policy 2014, which gives sanction and direction to Council's participation in the Alliance for Gambling Reform.

### **Conclusion**

The Alliance for Gambling Reform is an expert, agile and effective organisation for advocating for State and Federal gambling reform. Recognising the importance of such reform for our community, the City of Greater Dandenong is a founding, active and financial supporter of this organisation. It is appropriate for Council to provide further funding of \$25,000 to sustain and develop the Alliance's advocacy campaigns.

### **Recommendation**

**That Council grants \$25,000 to the Alliance for Gambling Reform for the period 2017/2018.**

### **MINUTE 247**

Moved by: Cr Matthew Kirwan  
Seconded by: Cr Sean O'Reilly

**That Council grants \$25,000 to the Alliance for Gambling Reform for the period 2017/2018.**

**CARRIED**

### **2.6.7 Leave of Absence - Cr Roz Blades**

File Id: qA283304  
Responsible Officer: Director Corporate Services

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#### **Report Summary**

Councillor (Cr) Roz Blades requests a Leave of Absence from 26 June to 28 July 2017. This Leave of Absence would include the Council Meetings of 26 June, 10 July and 24 July 2017.

#### **Recommendation Summary**

This report recommends that a Leave of Absence be granted to Cr Blades for the period requested.

### **2.6.7 Leave of Absence - Cr Roz Blades (Cont.)**

#### **Background**

This Leave of Absence has been requested for personal reasons.

This report is submitted in conjunction with Council's current Meeting Procedure Local Law and section 66B of the *Local Government Act* 1989 (LGA). Further, under section 69(2) of the LGA, Council cannot unreasonably refuse to grant a leave of absence.

This Leave of Absence would include the Council Meetings of 26 June, 10 July and 24 July 2017 and the scheduled Councillor Briefing Sessions of 3 July, 10 July, 17 July and 24 July 2017.

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

The Victorian Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to its contents.

#### **Financial Implications**

There are no financial implications associated with this report.

#### **Conclusion**

It is recommended that Cr Blades' request for a Leave of Absence from 26 June to 28 July 2017 (inclusive) be granted. If granted, it will be inclusive of the three Council Meetings dated 26 June, 10 July and 24 July 2017.

#### **Recommendation**

**That Council grants a Leave of Absence to Cr Roz Blades for the period 26 June to 28 July 2017 (inclusive) which includes the Ordinary Council Meetings of 26 June, 10 July and 24 July 2017.**

#### **MINUTE 248**

Moved by: Cr Zaynoun Melhem

Seconded by: Cr Youhorn Chea

**That Council grants a Leave of Absence to Cr Roz Blades for the period 26 June to 20 July 2017 (inclusive) which includes the Ordinary Council Meetings of 26 June and 10 July 2017.**

**CARRIED**

### **3 NOTICES OF MOTION PART B**

#### **3.1 Notice of Motion No. 18 - Supporting the 'Making Rent Fair' campaign**

Responsible Officer: Director Community Services

Author: Cr Roz Blades AM

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#### **Preamble**

On the 9th May 2017 the 'Making Rent Fair Campaign' contacted the Mayor and Councillors, requesting this Council's public support for their Campaign.

The Victorian Government is currently reviewing the Residential Tenancies Act, which controls safety, security of tenure and privacy across the State. In the rental market it is low-income households and those in our community who are vulnerable, such as those in precarious employment who are most at risk.

The 'Making Rent Fair Campaign' is seeking changes to the Residential Tenancies Act which will amongst other considerations:

- Improve security of tenure and rental, protecting tenants from 'no reason' and unjustified eviction
- Having rental properties meet and maintain minimum health, safety and energy standards
- Protect the privacy of tenants from unreasonable visits by landlords and the practice of photography in those visits

Given that around 33% of Greater Dandenong residents are in rental accommodation and that the socio-economic profile of many of those renters would be low income and those considered to be at risk or vulnerable, these issues and this Campaign is of particular relevance to this Council.

By way of example the Greater Dandenong Housing Strategy 2014- 2024 has found that "the most pressing housing issues facing older people in Greater Dandenong include affordability, poor quality housing, inappropriate design and insecure tenure." It has found too that "rising property and rental prices have reduced relative affordability in Greater Dandenong and is highlighting the need for local intervention."

We need to support our vulnerable residents and publically lending our support to this advocacy campaign is one way of doing that.

**3.1 Notice of Motion No. 18 - Supporting the 'Making Rent Fair' campaign (Cont.)**

**Motion**

**That Council resolves to:**

1. **draft a media release in public support of the 'Making Rent Fair Campaign'; and**
2. **writes to the Minister for Consumer Affairs, the Honourable Marlene Kairouz endorsing the policy platform of the '*Making Rent Fair Campaign*'.**

**MINUTE 249**

Moved by: Cr Roz Blades AM

Seconded by: Cr Heang Tak

**That Council resolves to:**

1. **draft a media release in public support of the 'Making Rent Fair Campaign'; and**
2. **writes to the Minister for Consumer Affairs, the Honourable Marlene Kairouz endorsing the policy platform of the '*Making Rent Fair Campaign*'.**

**CARRIED**



### 3.2 Notice of Motion No. 19 - EPA Landfill Levy Funding Allocation

Responsible Officer: Director Engineering Services

Author: Cr Matthew Kirwan

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#### Preamble

All Councils in Victoria have expressed their frustration and concern over a number of years in relation to the use of the EPA Municipal and Industrial Landfill Levy paid to the State Government for every tonne of waste sent to landfill, due to little of this revenue being returned back to local councils to support waste initiatives. This contradicts one of the key original purposes of the Sustainability Fund from the Levy income, which had a fund distribution as follows:

- 10% EPA – policy formation, licensing, regulation & enforcement
- 20% Regional Waste Management Groups (Metropolitan Waste & Resource Recovery Group) – partner councils to develop regional plans in support of State policies and strategies at a local level
- **70% EcoRecycle Victoria (Sustainability Victoria) – allocation of funds to Local Government to facilitate “Best Practice in Waste Management”**

The Levy is paid into the Department of Environment, Land, Water & Planning’s (DEWLP) Sustainability Fund and at 30 June 2016 had accumulated \$466 million dollars. In recent years the dominant expenditure from the fund has been directed to supporting the operational budgets of DEWLP, EPA & Metropolitan Waste & Resource Recovery Group (MWRRG) rather than providing councils with direct support for waste initiatives. The State Government’s 2017/18 Budget Paper includes a further funding movement away from waste initiatives with the following added budget expenditure commitments detailed in the Budget Paper:

- *Parks Victoria will be provided with additional resources to ensure safe and equitable access to parks and the benefits they provide. The Parks Victoria website will be redeveloped to improve usability and provide additional information for park users around the State. A new asset management system will also be implemented to assist in the maintenance and replacement of the large asset base of Parks Victoria. **This initiative will be funded from the Municipal and Industrial Landfill Levy.***
- *The Government will start the process of acquiring land to establish three new metropolitan parks in Melbourne’s growth areas, and Anglesea Heath will be incorporated into the Great Otway National Park. This will provide more recreation and leisure opportunities for Victorians. **This initiative will be funded from the Municipal and Industrial Landfill Levy.***

**3.2 Notice of Motion No. 19 - EPA Landfill Levy Funding Allocation (Cont.)**

The City of Greater Dandenong (CGD) has previously written to the State Government requesting that the accumulated landfill levy funds be directed solely towards waste and litter initiatives. This has been supported via discussion with various State Government waste stakeholders including Ministers, Sustainability Victoria, Metropolitan Waste Management Group and the Environment Protection Authority (EPA).

Greater Dandenong's contribution to the EPA Landfill Levy has been significant and exceeds \$10.3M over the past 5 years:

**Greater Dandenong's EPA Landfill Levy Payments**

<b>Waste Streams</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>
Household Garbage (Tonnes)	30,757	31,174	29,957	29,451	29,538
Hard Waste (Residual Tonnes)	2,564	2,456	2,597	2,440	2,459
Operational Waste (Tonnes)	3,997	3,889	3,738	3,807	3,880
<b>Total Tonnes</b>	<b>37,318</b>	<b>37,519</b>	<b>36,292</b>	<b>35,698</b>	<b>35,877</b>
<b>Cost</b>					
EPA Levy Charge (per tonne)	\$48.40	\$53.20	\$58.50	\$60.52	\$62.03
Payment	\$1,806,173	\$1,995,989	\$2,123,081	\$2,160,430	\$2,225,451
<b>5 Year Total</b>	<b>\$10,311,123</b>				

\* The 2016/17 figures are estimates based on 10 months data to the end of April with estimated tonnages for May and June 2017

For the same period, CGD have received waste & litter related grants from the Sustainability Fund totalling \$204,362. This represents just under 2% of our contribution to the Levy.

**3.2 Notice of Motion No. 19 - EPA Landfill Levy Funding Allocation (Cont.)**

Projects receiving funding included the following:

<b>Project</b>	<b>Grant Funding</b>	<b>Council Funding Contribution</b>	<b>Council In-Kind Contribution</b>	<b>Total Council Contribution</b>
* "The Great Bin Swap" Case Study & How to Guide	\$103,121		\$2,000	\$2,000
Property Manager's Forum (dumped rubbish & recycling)	\$8,000	\$0	\$5,540	\$5,540
SV Roadside Litter Grant	\$50,121	\$0	\$34,220	\$34,220
KAB Beverage Container Recycling Grant	\$7,620	\$3,825	\$2,000	\$5,825
Litter Hotspots Grant	\$16,500	\$2,926	\$39,600	\$42,526
Litter Innovation Fund	\$19,000	\$0	\$19,890	\$19,890
<b>TOTAL</b>	<b>\$204,362</b>	<b>\$6,751</b>	<b>\$103,250</b>	<b>\$110,001</b>

\*Development of a Case Study & How to Guide for Bin Change-over following Council's \$7m plus investment to change household waste & recycling bins to the Australian Standard.

It must be noted however that in obtaining and using these grants, there has realised a net revenue to Council of \$94,364, less than a 1% return on our contribution.

The State Government's own Metropolitan Waste and Resource Recovery Implementation Plan 2016 states that it supports:

- ***"boosting resource recovery infrastructure including transfer stations, resource recovery facilities and alternate waste technology facilities, to reduce the pressure on existing landfills and the need for others"***
- ***"providing more opportunities to minimise and recycle household waste, particularly garden and food waste"***
- ***"encouraging household recycling through education"***
- ***"ensure new apartments and units have recycling facilities"***

All of these align with the objectives of the Greater Dandenong Council Waste and Litter Strategy 2015-20.

**3.2 Notice of Motion No. 19 - EPA Landfill Levy Funding Allocation (Cont.)**

The State Metropolitan Waste and Resource Recovery Implementation Plan recognises the Ordish Road precinct in Dandenong South “*as a hub of state-wide importance for waste and recycling facilities*”. This will grow in importance with the ultimate closure of landfills in the south-east of Melbourne, the growth in population which will increase waste generation and the need to improve our environmental performance associated with waste management.

Robust discussion was held at the Metropolitan Waste & Resource Recovery Group Local Government Waste Forum on Thursday, 11th May 2017 when all councillors in attendance (including myself as the Greater Dandenong Councillor representative) from across Metropolitan Melbourne expressed their frustration and concern of the current use of EPA Landfill Levy funding and the severe lack of progress over many years with new waste treatment technologies in Victoria and other initiatives to reduce waste and increase resource recovery that could have been funded with the levy. There were no opinions expressed that the projects currently being funded by the levy, including new Parks Victoria initiatives were not of value, but that they should be funded from general State Government revenue rather than the levy as they were not waste related.

I believe that Victoria and in particular Greater Dandenong given its industrial base and industrial zoning could take the lead with the introduction of new waste treatment technologies, supported with a powerful community engagement strategy driven by funding from the EPA Landfill Levy. Alternative waste treatments, some of which include biological, mechanical and waste to energy technologies will significantly reduce the demand for landfill. A well-funded community engagement strategy directed at residents and businesses will be needed educate the community on appropriate waste & recycling practices due to the different nature of these alternative waste treatments and technologies. This is important in a diverse community such as ours in order to develop the understanding and commitment necessary for people to use our waste services effectively, with the aim of maximize resource recovery. The funding available from the Levy could be used for a targeted Victoria wide multi media campaign that would reach almost every home, which is not affordable to individual councils.

In the immediate future we will need to consider new waste processing technologies to recover valuable resources as an alternative to landfill. This will require continued investigation by Council officers to examine options and seek to ensure that the people, environment and economy of this city benefit from new, innovative and sustainable waste management solutions that are funded in full or part by Landfill Levy resources.

**3.2 Notice of Motion No. 19 - EPA Landfill Levy Funding Allocation (Cont.)**

The following resolution was subsequently unanimously endorsed at the Forum:

***“That councillors seek their council’s consideration of the Metropolitan Local Government Waste Forum writing to the Minister for Energy, Environment, Climate Change requesting that funds generated through the collection of the Municipal and Industrial Landfill Levy be constrained to the purposes for which the Levy was introduced and raising concerns with the Levy funds currently being allocated to supplement Parks Victoria initiatives not related to the original purposes of the Levy.”***

**Motion**

**That Greater Dandenong Council:**

- 1. supports the Metropolitan Local Government Waste Forum writing to the Minister for Energy, Environment, Climate Change requesting that funds generated through the collection of the Municipal and Industrial Landfill Levy be constrained to the purposes for which the Levy was introduced and raising concerns with the Levy funds currently being allocated to supplement Parks Victoria initiatives not related to the original purposes of the Levy;**
- 2. writes to the Minister about the issue including our most recent data and our support of the action of the Metropolitan Local Government Waste Forum and that a similar letter is sent to all MPs that represent parts of Greater Dandenong in either house of State Parliament outlining the Council position and seeking their support; and**
- 3. officers continue to examine options, brief Council as often as necessary and seek to ensure that the people, environment and economy of this city benefit from new, innovative and sustainable waste management solutions that are complemented by Landfill Levy resources.**

**MINUTE 250**

Moved by: Cr Matthew Kirwan

Seconded by: Cr Tim Dark

**That Greater Dandenong Council:**

- 1. supports the Metropolitan Local Government Waste Forum writing to the Minister for Energy, Environment, Climate Change requesting that funds generated through the collection of the Municipal and Industrial Landfill Levy be constrained to the purposes for which the Levy was introduced and raising concerns with the Levy funds currently being allocated to supplement Parks Victoria initiatives not related to the original purposes of the Levy;**

**3.2 Notice of Motion No. 19 - EPA Landfill Levy Funding Allocation (Cont.)**

- 2. writes to the Minister about the issue including our most recent data and our support of the action of the Metropolitan Local Government Waste Forum and that a similar letter is sent to all MPs that represent parts of Greater Dandenong in either house of State Parliament outlining the Council position and seeking their support; and**
- 3. officers continue to examine options, brief Council as often as necessary and seek to ensure that the people, environment and economy of this city benefit from new, innovative and sustainable waste management solutions that are complemented by Landfill Levy resources.**

**CARRIED**

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**Cr Zaynoun Melhem left the Chamber at 8:05pm.**

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**Cr Loi Truong left the Chamber at 8:06pm.**

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**Cr Zaynoun Melhem returned to the Chamber at 8:07pm.**

### **3.3 Notice of Motion No. 20 - Process for determining mixed use development at 220 Chapel Rd, Keysborough**

Responsible Officer: Director City Planning Design & Amenity  
Author: Cr Matthew Kirwan

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#### **Preamble**

The proposed development of a major residential and commercial development of up to 4 storeys at the corner of Hutton Rd and Chapel Rd will be a very significant development for the new estates of Keysborough, in both land area and built form, which is largely one and two storey residential developments. The site is 16,199 m<sup>2</sup> and is envisaged to have approximately 179 dwellings comprising of a mix of ground floor townhouses, first floor townhouses, and apartments, along with approximately 1000 square metres of retail space. First floor townhouses, as they have no ground floor private open space, would be arguably considered by many people as effectively multi-level apartments.

Due to the impact of such a development it is important in my view to give residents, ratepayers and other stakeholders a chance to give their views and have their questions answered before Council makes a decision.

Given that the area is covered by a development plan, the situation is in some ways analogous to the previously considered 442-448 Cheltenham Road, Keysborough development in 2015 where due to the scale of that development, while a formal exhibition process is not required under the Planning and Environment Act 1987, there was an informal 4 week submission process, as well as a weekday evening consultation session (to which all Councillors were invited) before coming to a Council meeting for a final decision. In this case the development is much larger, more complex and more significant.

#### **Motion**

**That the process for determining the proposed mixed development at 220 Chapel Rd, Keysborough involves:**

- 1. exhibition of the proposed development for a minimum of 14 days allowing informal submissions and where possible questions responded to throughout the submission period by Greater Dandenong officers;**
- 2. subsequent to the exhibition, submitters being invited to a weekday evening consultation session for their questions and views to be heard (to which Councillors would also be invited); and**
- 3. an officers report coming to Council for a decision, including an officer's response to any objections from submitters.**

**3.3 Notice of Motion No. 20 - Process for determining mixed use development at 220 Chapel Rd, Keysborough (Cont.)**

**MINUTE 251**

Moved by: Cr Matthew Kirwan

Seconded by: Cr Roz Blades AM

**That the process for determining the proposed mixed development at 220 Chapel Rd, Keysborough involves:**

- 1. exhibition of the proposed development for a minimum of 14 days allowing informal submissions and where possible questions responded to throughout the submission period by Greater Dandenong officers;**
- 2. subsequent to the exhibition, submitters being invited to a weekday evening consultation session for their questions and views to be heard (to which Councillors would also be invited); and**
- 3. an officers report coming to Council for a decision, including an officer's response to any objections from submitters.**

**CARRIED**

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**Cr Loi Truong returned to the Chamber at 8:10pm.**

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**Cr Youhorn Chea left the Chamber at 8:10pm.**



### 3.4 Notice of Motion No. 21 - Concern for Asylum Seekers

Responsible Officer: Director Community Services

Author: Cr Roz Blades AM

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#### Preamble

Greater Dandenong as a welcoming place and a proudly diverse community has accommodated some of the largest population of people seeking asylum in Australia. There are over 3000 people which equates to around 30% of asylum seeker population, residing in Greater Dandenong region (DIBP 2016). Since November 2011, eligible *Illegal Maritime Arrival (IMA)* asylum seekers have been released from immigration detention on a Bridging Visa E (BVE) to remain in the community while awaiting resolution of their immigration status.

On 21 May 2017, the Department of Immigration and Border Protection (DIBP) announced the “Lodge or Leave” deadline which requires the IMA asylum seekers to lodge an application for a three-year Temporary Protection Visa (TPV) or a five-year Save Haven Enterprise Visa (SHEV) before 1 October 2017. Those who miss the deadline will have their income support cut off, they will not have another chance to lodge an application and they will be subject to deportation. The affected asylum seekers are from Iran, Sri Lanka, Afghanistan, Myanmar (including stateless Rohingya), Pakistan, Iraq, Vietnam and Bangladesh (DIPB 2017).

The announcement has caused concern and distress in the community. It is anticipated that this will have a considerable impact in Greater Dandenong with an increasing number of community members facing destitution and distress. Asylum seeker support agencies estimate that most of the affected people will be families with young children and some who are stateless. The potential for DIBP to remove them from Australia is very slim and therefore they will be living in the community in destitution (ASRC 2017).

#### Number of people affected in Greater Dandenong:

Based on the initial estimates, it is anticipated that hundreds of asylum seekers in the Greater Dandenong region are affected by the “Lodge or Leave” announcement.

In addition, it has been estimated that by June 2018 in Victoria, there will be up to 4000 asylum seekers on a ‘*double negative*’ pathway which means they will be ineligible for funded services and their income support will be cut off by the Federal Government. This is also projected to affect many asylum seekers in Greater Dandenong, increasing the burden on the local community to provide support and aid for basic survival.

**3.4 Notice of Motion No. 21 - Concern for Asylum Seekers (Cont.)**

**The anticipated impact:**

The immediate concern is accessibility of legal aid and migration advice for hundreds of people who may need assistance with lodging a range of complex applications and forms.

It is anticipated that an increased number of people in the community will be in need of material aid and at risk of destitution. With an increased level of stress and pressure on asylum seekers, it is expected that demand for community services such as crisis housing, and mental health support will raise. This may also have potential consequences for community safety and social cohesion.

**Motion**

**That Council through the Mayor, writes to State and Commonwealth Governments and local members to advocate for increased support for asylum seekers facing serious consequences as a result of recent announcements regarding the 'Lodge or Leave' deadline of October 2017 and to express Council's concern that people will be subject to deportation or destitution and also that this will increase the burden in the local community to provide support.**

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**Cr Youhorn Chea returned to the Chamber at 8:14pm.**

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**MINUTE 252**

Moved by: Cr Roz Blades AM

Seconded by: Cr Matthew Kirwan

**That Cr Tim Dark be granted an extension of time of two minutes to speak against the motion**

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**CARRIED**

For the Motion: Cr Roz Blades AM, Cr Youhorn Chea, Cr Jim Memeti, Cr Matthew Kirwan, Cr Zaynoun Melhem, Cr Sean O'Reilly, Cr Maria Sampey, Cr Heang Tak, Cr Loi Troung

Against the Motion: Cr Tim Dark (called for the division)

### 3.5 Notice of Motion No. 22 - Fire Services in Victoria

Responsible Officer: Director Community Services

Author: Cr Tim Dark

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#### Preamble

The Andrews State Government recently announced that it will begin the biggest change to Victoria's fire services seen in a long time. The changes will see the abolishment of the Metropolitan Fire Brigade (MFB) and the creation of a new organisation known as Fire Rescue Victoria (FRV). These changes have contained a substantial lack of consultation with any of the key stakeholders, the City of Greater Dandenong included. The proposed changes concern many of the constituents of Greater Dandenong and also the members of local fire brigades and also do not provide any information into the workings of how the changes will take effect.

#### Motion

##### That Council:

1. **urgently writes to all state and federal MPs whose electorates fall into Greater Dandenong municipal boundaries that this Council strongly opposes any split of volunteer and integrated fire stations and strongly opposes the redistribution of MFB and CFA boundaries;**
2. **writes to all local fire brigades (Springvale, Noble Park, Keysborough, Dandenong, Patterson River, Carrum Downs, Edithvale and Hallam), as well as the VFBV (Volunteer Fire Brigades Victoria) and UFU (United Firefighters Union of Australia – Victorian Branch) indicating our strong support for volunteers; and**
3. **writes to all cabinet and shadow cabinet ministers in the Victorian parliament indicating our support for volunteer fire brigades and indicates our strong support for volunteers at Springvale, Noble Park, Keysborough, Dandenong, Patterson River, Carrum Downs, Edithvale and Hallam CFA stations.**

**3.5 Notice of Motion No. 22 - Fire Services in Victoria (Cont.)**

**MOTION**

Moved by: Cr Tim Dark

Seconded by: Cr Matthew Kirwan

**That Council:**

- 1. writes to all MPs that this Council has serious concerns about the impacts on volunteers at integrated fire stations at Dandenong, Springvale, Hallam and Patterson River which all cover parts of Greater Dandenong and also the future impacts on volunteers at 100% volunteer brigades Noble Park, Keysborough, Edithvale and Carrum Downs with the planned future redistribution of the fire boundaries;**
- 2. writes to all local fire brigades (Springvale, Noble Park, Keysborough, Dandenong, Patterson River, Carrum Downs, Edithvale and Hallam), as well as the VFBV (Volunteer Fire Brigades Victoria) and UFU (United Firefighters Union of Australia – Victorian Branch) indicating our strong support for volunteers; and**
- 3. writes to all cabinet and shadow cabinet ministers in the Victorian parliament indicating our support for volunteer fire brigades and indicates our strong support for volunteers at Springvale, Noble Park, Keysborough, Dandenong, Patterson River, Carrum Downs, Edithvale and Hallam CFA stations.**

**LOST**

For the Motion: Cr Tim Dark (called for the division), Cr Matthew Kirwan

Against the Motion: Cr Roz Blades AM, Cr Youhorn Chea, Cr Jim Memeti, Cr Zaynoun Melhem, Cr Sean O'Reilly, Cr Maria Sampey, Cr Heang Tak, Cr Loi Troung

## **4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS**

### **Question**

#### **Cr Sean O'Reilly**

My question relates to School Crossing Supervisors generally and how they operate in Greater Dandenong. I understand the Victorian Government restored some funding for the School Crossing Supervisors, otherwise known as 'Lollipop' people. I wanted to know the Council's forward plan, if there are any changes mooted for School Crossing Supervisors.

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**Cr Roz Blades left the Chamber at 8:56pm.**

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### **Response**

#### **Brett Jackson, Acting Director City Planning, Design and Amenity**

I will take that question on notice.

### **Comment**

#### **Cr Matthew Kirwan**

The following are some of my activities over the past three weeks.

On Thursday 25 May 2017, I attended a breakfast hosted by the Dandenong Basketball Board of Management along with the Mayor, Councillor Memeti, Councillor Long and Councillor Dark. Businessman Jerry Ryan was the guest speaker who then gave Councillor Memeti, Councillor Long and I a tour of his factory. Later that day, I attended the Council's Positive Aging Advisory Committee meeting along with Councillor Blades and Councillor Sampey. The plans for the exhibition of the new Positive Aging Strategy were discussed.

On Friday 26 May 2017, I attended the opening of an arts exhibition called TIP at the Connections Art Space. I spoke about the Connections Art Space earlier when I was speaking about the Arts Advisory Board. Connections Art Space is a non-profit community gallery run in Dandenong by a group of former Monash art students who have formed an incorporated organisation and exhibit diverse works from emerging artists from one of the rooms of the Walker Street Art Gallery and community arts centre. In my opinion this is one of the most exciting things that have occurred arts wise in Greater Dandenong for years.

On Saturday 28 May 2017, I represented the Mayor at the Scottish Heritage Day organised by the Dandenong and District Agricultural and Pastoral Society. It was another fun day. I had not had the opportunity to attend last year but I attended two years ago and it was particularly great awarding the prizes for the Town Crier Exhibition. Judging Town Criers is very difficult with four different criteria and I do not pretend to understand them. I would have judged it differently but I am sure the experts on the judging panel knew what they were doing.

**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

On Wednesday 31 May 2017, I attended a meeting of the Springvale Major Projects Advisory Committee along with other Councillors. This included a tour of the nearly completed Springvale Town Hall, which is looking very impressive as well as a briefing on the continued detailed design of the Springvale community hub. Following that, I met with representatives of the Springvale and District Historical Society and Lions regarding the accommodation arrangements for the society in the new Springvale community hub building. Councillor Blades and I have been having many continuing discussions about that matter. Later that day, I attended the Dandenong Civic Centre and joined the Asylum Seeker and Refugee Committee Asylum Seekers Network for lunch. Later that evening, on what was a very busy day, I attended band practice followed by the Annual General Meeting (AGM) of the City of Greater Dandenong Band. I have never attended an AGM that commences at 9.20pm at night. It finished at 10.40pm and then continued on with a supper at which members had so much fun. I think for a change, I was the one who thought maybe this is going on too long which people around this room would probably find surprising. It was great to see this City's Municipal Band in such healthy shape with an active membership of 40 plus members and growing. Much credit for this is due to president Timothy Hellier who at the age of 28 was awarded life membership. He was awarded life membership because he has been President for the last seven years and has completely turned the band around with a group of people who joined in. There is now a band membership of 40 plus with a diverse age ranging from 16 through to people in their twenties and thirties or to active band members still in their seventies and eighties.

On Thursday 1 June 2017, I attended my first meeting of the Municipal Association of Victoria Environment Committee where recycling, biodiversity and reforms for the Environment Protection Authority were a focus. Later that evening, I attended the Councillor's Asylum Seekers and Refugee Communities Advisory Committee meeting along with Councillor Blades that was alluded to in the debate earlier.

On Thursday 8 June 2017, I chaired a meeting of the Asylum Seekers Employment Group. Later that day, I attended a meeting of the Council's Reconciliation Action Plan working group. Later that evening, I attended the second meeting of Council's Cultural Heritage Advisory Committee.

On Tuesday 13 June 2017, I attended the first day of the hearing of the Noble Park Football Social Club application for 20 more poker machines at the Victorian Commission for Gambling and Liquor Regulation. That was my first experience of seeing the Commission in action and it was a very exhaustive amount of information and a very thorough presentation by Club Noble. Council will put forward their position tomorrow.

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**Cr Roz Blades AM returned to the Chamber at 9:01pm.**

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**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

**Question**

**Cr Matthew Kirwan**

My first question relates to playgrounds. Compact playgrounds are common at shopping centres, hotels, fast food outlets and even now cemeteries have compact playgrounds as you will see if you go to the Springvale Botanical Cemetery. A resident thought it would be a good idea to have one at Dandenong Market to encourage young families to visit the Market just as shopping centres do so that when they are there they are able to stay as long as possible. Can this be considered or if it has been considered before, what are the reasons why it was decided not to go ahead with it?

**Response**

**Mick Jaensch, Director Corporate Services**

The idea of a playground at the Dandenong Market is one that has been discussed by the Board on several occasions and is generally supported by the Board. It still forms a part of one of the actions in the Dandenong Market Board's strategic plan. The main issue at the Market however, is obviously the size of any playground and the location of where to put it. If Councillor Kirwan can picture the Dandenong Market, the potential spots that Council could put a compact playground would be in the main food court area or in the general merchandise area. Both areas are undercover but both would have implications in terms of reducing the lettable area of the Market and that is certainly an issue that the Market Board has had to consider. There are still several projects on the go at the Dandenong Market and the Board will consider in future the layout of the southern food court and also the layout of the bazaar and also the terrace. The idea of the Board at the moment is that it will continue to re-visit the concept of having a playground and hopes that at some point in the future it can achieve a compact playground in the Market.

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**Cr Zaynoun Melhem left the Chamber at 9:03pm.**

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**Question**

**Cr Matthew Kirwan**

My next question relates to street trees. I have been asked by residents in Dandenong why tree guards are being re-used to avoid the situation where trees are being damaged or destroyed when it would be possible to re-use the tree guards on street trees on Lonsdale Street and Walker Street. Also, why are more tree guards not utilised in central Dandenong in general to reduce the cost of replacing damaged or destroyed trees?

**Response**

**Julie Reid, Director Engineering Services**

Tree guards that have been removed from protecting juvenile trees are re-used where required at other sites where new juvenile trees have been planted. Whilst tree guards are recognised as a reasonable means to protect juvenile tree stocks they only prevent or deter some vandalism. In the interest of maintaining a high level of appearance and amenity within the Central Business District

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**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

(CBD) areas, such as Lonsdale and Walker Streets, the tree guards used at such areas are of a specific style and form part of the streetscape design. Introducing different styles in the high profile sites as these will result in less desirable appearance. Tree guards that are removed from the CBD areas are re-used where required in such streetscapes where practicable. Tree guards are used in areas where the likelihood of vandalism is high or there has been previous vandalism occurring in that location. Tree guards only prevent or deter some vandalism. On some occasions there is limited budget that restricts Council from installing desired tree guards but the priority at the end of the day is to plant trees.

**Question**

**Cr Matthew Kirwan**

On the topic of street trees, when is the revised Leafy Legacy Strategy going to be exhibited for public comment? There has been considerable interest in the amount, type and location of street trees in Greater Dandenong from residents.

**Response**

**Julie Reid, Director Engineering Services**

The draft Leafy Legacy Strategy document is currently being reviewed by Council officers. I believe there are some improvements that need to be made to this document before it is presented to Council. At this stage, Council officers are endeavouring to have this report presented to Council in approximately the next two to three months.

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**Cr Zaynoun Melhem returned to the Chamber at 9:05pm.**

**Question**

**Cr Matthew Kirwan**

I have been asked by a resident why there are no stalls at Palm Plaza on Market days, leading from the Market and encouraging residents just visiting the Market to explore other parts of the Dandenong retail area and also to activate Palm Plaza in general. Those stalls might be normal store holders or they might be store holders that are invited for that particular occasion such as arts and crafts or other items. Has this been considered and if so why was it decided not to go ahead with implementing it?

**Response**

**Mick Jaensch, Director Corporate Services**

In short this has not been considered. Palm Plaza sits well outside the lease boundaries of the Dandenong Market Board and it is therefore not something that the Board could contemplate. The Board's focus remains on making the Market as successful as possible and while visitor numbers to the Market have been excellent the area of the Market that it is continually experiencing difficult retail conditions would be the general merchandise traders. Adding a further section of general merchandise trading beyond the Market boundaries would likely detract from the Market rather than complement



**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

it. There would also be significant concerns about both filling those additional stalls with traders in Palm Plaza and the viability of these stalls. It would be further likely that the addition of these traders would also cause significant concern from existing Palm Plaza traders. Beyond this there would be a wide range of logistical and planning issues that would also need to be considered, not the least of which the majority of Palm Plaza is not Council-owned land. In summary, it would not be recommended to Council that Palm Plaza would be activated in this manner.

**Question****Cr Matthew Kirwan**

To follow up that answer and putting the Market slightly aside, do officers see no actual benefits in activating Palm Plaza, which at some times of the week can be an empty place that undesirable people gather? Can they see no benefits that this proposal would achieve?

**Response****Paul Kearsley, Group Manager Greater Dandenong Business**

The issue why I would not recommend that additional retail activity would support activation of Palm Plaza as Mick Jaensch, Director Corporate Services has already indicated, is the retailers in Dandenong are already doing it tough. If another area of retailing were added into the Centre I think there will be certain angst from existing retailers who are probably paying much higher lease and rent for their properties than would probably be charged for in that area. I think it comes down to a different aspect of place making and what opportunities can be created within the Centre. One of those things, as I have spoken before, is the need to aim over the next three to five years to encourage apartment living within the Centre to actually activate. Once that is happening, that will activate a significant level of retail, in terms of the existing retail that exists. There are a number of place making opportunities that could be investigated and officers are always investigating an option for some sort of food truck offer. But again even with that, Council has to be very mindful of what the existing food trucks do within the Market place and there is only a certain amount of people to go around. What is needed is to intensify the numbers of people within the Centre and then that with it will bring activation itself.

**Comment****Mayor, Cr Jim Memeti**

If I can just add, Councillor Kirwan, I remember a few years back there was an expo of cars and that brought a lot of people in and maybe exhibitions or festivals might be a point.

**Comment****Cr Matthew Kirwan**

That is what I was just about to ask about. It could be something that would be complimentary to both what the Market offers and what retail traders offer, events that are not taking business away from them but drawing people to that area as has been mentioned.

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**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

**Question**

**Cr Matthew Kirwan**

When is the successor to the Arts and Cultural Heritage Action Plan 2016 to 2018 going to start being created and what will be the process? What involvement will there be from Councillors and both the new Arts Advisory Board and Cultural Heritage Advisory Committee in that?

**Response**

**Martin Fidler, Acting Director Community Services**

Drafting of the next Arts and Cultural Heritage Action Plan will commence in early 2018. The process will seek input from the Arts Advisory Board and the Cultural Heritage Advisory Committee, including the Councillor representatives on these groups and the draft action plan will be provided to all Councillors for feedback.

**Question**

**Cr Matthew Kirwan**

I refer to Item 2.5.4 of the Minutes of the Council meeting on 11 April 2016 being the Council report, titled '*Grade separation of the rail line at the intersections of Corrigan, Heatherton and Chandler Roads, Noble Park, an earlier review of issues and opportunities*'. The report identified questions and concerns with the project regarding the following:

Funding shortfalls risking a poor quality outcome; Maintenance costs and maintenance service levels; Noise; Rail duplications and their impacts; Time frames for delivery of open space and community infrastructure; Governance; Privacy and accessibility; and Safety. The responses from the Level Crossing Removal Authority (LXRA) to these questions and concerns as listed above and each of them were to come back in a Council report as per the endorsed recommendation 14 of that item. I ask this question every three to four months to find out but the report always seems to be two to three months away. It was scheduled to come back at this Council meeting tonight when I last asked this question. What Council meeting will a report be presented to Council in response to each of these questions and concerns and what is the reason for the delay?

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**Cr Maria Sampey left the Chamber at 9:14pm.**

**Response**

**Brett Jackson, Acting Director City Planning, Design and Amenity**

I can confirm this matter is being progressed and is due to be presented to the Council meeting on 24 July 2017. The reason for this date is primarily due to the availability of complete answers to the questions and also the availability of key staff involved in the project.

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**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

**Comment**

**Cr Matthew Kirwan**

One would question if it will come back late we will not be able to do anything about the issues but I will wait to see the report. I might be wrong.

**Question**

**Cr Matthew Kirwan**

My next question goes back to Item 2.5.5 - Mayor and Councillors Correspondence on pages 127 and 128 of tonight's Agenda. I have a number of questions about the nature of the correspondence and the offers of response to these particular items of correspondence.

A) Request for Council to deal with ongoing issues of hooning, street clean-ups, graffiti and vandalism near the corner of Healey Road and Commercial Drive, Dandenong South.

B) A letter from the Mayor of Whittlesea City Council seeking support for the deferral of the draft State Taxation Acts Amendments Bill.

C) A letter from Moorabool Shire Council seeking support for the implementation of container deposit legislation for Victoria which was recently supported at a Municipal Association of Victoria State Council meeting, which I found out through my involvement in the Metropolitan Waste Forum. This one has another aspect. As a first year action of the Greater Dandenong Waste and Litter Strategy 2015 to 2020 which is a Council strategy, its action plan had an action to assess benefits of a container deposit levy (CDL) scheme to Greater Dandenong with the measure being a report to Council with that assessment occurring in 2016. What was the response to the letter from Moorabool Shire and when will there be a report to Council about this topic? In general, how is progress with the individual actions of the Greater Dandenong wastes and litter strategy being reported to Council?

**Response**

**Julie Reid, Director Engineering Services**

I will answer part A which relates to Healey Road and Commercial Drive and then also respond to part C being the letter from Moorabool Shire Council.

In relation to the corner of Healey Road and Commercial Drive, that was an email that was sent to the Mayor from a business owner in that location raising some concerns about regular hooning and street cleanups, graffiti and vandalism. Officers have responded to that business owner in an email to say, basically that the enforcement of hooning in that location is really the responsibility of Victoria Police. The business owner has been given the contact number for where they can report those hooning issues to Victoria Police and Council officers will keep an eye on that. Secondly, in relation to dumped rubbish and graffiti, it is not an area that has been on Council's radar as being a problem area. Officers have asked for this business owner to directly contact Council as soon as they notice anything out on site and that will be dealt with via the usual process. Officers have provided them with a contact number to contact Council to report those issues. In response to the letter from Moorabool Shire Council, that is currently being considered by officers at the moment. No response has been drafted at this stage.

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**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

In response to the other questions asked by Council Kirwan in relation to the waste and litter strategy, I will take those matters on notice and reply further to Councillor Kirwan on that.

**Response****Mick Jaensch, Director Corporate Services**

My response is in regards to the correspondence from Whittlesea Shire Council. The letter from Whittlesea was expressing concern over the proposal for the State Government to centralise the conduct of valuations and also to conduct valuations on an annual basis rather than every second year. Whittlesea Shire was urging all Councils to write to State Members of Parliament, expressing their concerns about the Bill and opposing the Bill. The response from this Council was to write to Local Government Victoria, expressing Council's concern and seeking assurances that this Council would not be financially disadvantaged by the State Government's proposals. Council has subsequently received correspondence to say from the State Government that there is an assurance that this Council will not be financially disadvantaged.

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**Cr Maria Sampey returned to the Chamber at 9:17pm.**

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**Question****Cr Matthew Kirwan**

Over the past year, I have had a number of comments from residents regarding parking restrictions in Thomas Street in Dandenong. One has been the excess of free car spaces on Saturdays and questions from residents in relation to whether there can be more two-hour car spaces on Saturday in the Afghan Precinct area to encourage people to have lunch there which takes more than an hour. More recently there have been questions as to why Council does not operate the parking meters in the evenings until 9pm seven days a week due to almost every on-street car park being taken every night and including frequent overstaying, circling for car parks and illegal parking. It is amazing in the Afghan Precinct which is so successful that it really is hectic every night of the week, which I found by checking this on various nights. Could a review of car parking restrictions in the evenings and Saturdays in Thomas Street, Dandenong be conducted and some recommendations be put forward from officers?

**Response****Julie Reid, Director Engineering Services**

Parking controls along Thomas Street have been subject to review a number of times over the past few years, with similar suggestions to the one Councillor Kirwan is raising tonight. As there are various businesses along Thomas Street ranging from restaurants and food outlets to accountants and lawyers, the parking requirements of each business can differ substantially. Suggestions to extend the existing parking restrictions have not been supported by the majority of businesses when Council previously consulted on such changes. However, it has been some time since this matter was last reviewed so Council officers will conduct consultation with the businesses along Thomas

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**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

Street, to determine the level of support to extend restrictions to 9pm and include metered parking on Saturdays. An update will be provided to Council once the consultation has been undertaken and it is expected this will be finished by the end of July 2017.

**Comment**

**Cr Matthew Kirwan**

Whilst I did ask for a very open-ended review, the feedback I received was not in relation to two-hour car spaces on Saturdays rather than one hour, it was in terms of paid parking or other car parking measures regarding the evenings.

**Question**

**Cr Matthew Kirwan**

I have received questions as to why the hours of Dandenong Library are not increased on weekends to be 9am to 9pm like on weekdays or at least extended from 10am to 5pm on Saturday and 12-5pm on Sunday as are the current hours. Residents who brought this up have said that not only do they believe there will be the demand for it, but also an active library makes Harmony Square and the surrounding area more utilised and safer. Can I please have an officer's response as to whether those ideas have been considered and what has been the response?

**Response**

**Martin Fidler, Acting Director Community Services**

Council officers are currently preparing the next Library Strategy and this will include looking at innovative service models in Australia and overseas to look at options for expanding service delivery that are cost effective. It is known that extending the current operating times would increase operating costs and the Council Library officers regulatory monitor demand for services. Benchmarking has shown that Dandenong and Springvale Libraries have broader opening hours compared to many other public libraries across Australia and it is planned to bring this report and the Strategy back to Councillors in August 2017.

**Comment**

**Cr Matthew Kirwan**

Just to clarify, this is very much in line with what Paul Kearsley, Group Manager, Greater Dandenong Business was saying earlier in the sense that having Dandenong and Springvale as an area to encourage apartments and apartment living, is really moving to those central business districts, being 24/7 activity centres and having libraries that respond to that, would in my view be a benefit.

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**Cr Matthew Kirwan left the Chamber at 9:22pm.**

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**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

**Question**

**Cr Zaynoun Melhem**

With the Silverleaf Ward being so successful in the proposed Budget allocation, I just wanted to ask in regards to the tennis courts. Were multiple quotes received from potential contractors?

**Response**

**Julie Reid, Director Engineering Services**

Yes, that is correct.

**Question**

**Cr Zaynoun Melhem**

I have received similar questions from residents. I also wanted to ask a question in regards to Tirhatuan Park and the car parks where the tennis courts and the main car park is. I know Council has a security guard who goes and monitors that every evening and locks the gates at a certain time. Can I get a confirmation of what time the gates are locked and do security patrol those car parks before the gates are locked or is it just at the time that the gates are locked? If so, can a request be made for potentially more police patrols around that area? I have received a few concerns from residents walking their dogs in the area that there has been anti-social behaviour in those car parks in the evenings.

**Response**

**Julie Reid, Director Engineering Services**

I will take that question on notice.

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**Cr Matthew Kirwan returned to the Chamber at 9:24pm.**

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**Comment**

**Cr Zaynoun Melhem**

I attended a couple of events in the past two weeks but one of my favourite ones was with the Young Leaders who are here in the Chamber. Three of them have left and I see the rest of them have left, probably got a bit bored with our talking. I just wanted to say that was a fantastic event with some future young leaders and I am really looking forward to working with these young people. Councillor Dark, Councillor Blades, the Mayor, Councillor Memeti and I were there to answer any questions and they were filled with a lot of fantastic questions and I am looking forward to next year working with them.

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**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

**Question**

**Cr Maria Sampey**

I have been approached by some residents with regards to the new road works that have occurred in Halton Road, Dandenong North and the traffic management. Previously, when Halton Road had two lanes, if a driver was making a right-hand turn into Bakers Road a car could pass and continue on. Now when a car is making a right-hand turn particularly during school hours in the morning and afternoon, there are two blocks of cars that are being held up.

Cars are now diverting down Coolavin Road and making this a rat run. Cars are also diverting into Aberdeen Drive instead of going to Bakers Road making this a rat run to avoid that intersection. Can an investigation be conducted at this location during school and in the morning or afternoon to determine these issues?

**Response**

**Julie Reid, Director Engineering Services**

I will take that question on notice.

**Question**

**Cr Maria Sampey**

With regard to trees being planted on nature strips, I do not have a problem with olive trees because I pick them and I preserve them so that is not a problem. When Council decided on planting the olive trees, they were supposed to be sterile so I do not know what has happened because they are not sterile. I would also like to know when a decision was made to plant three olive trees per one nature strip? They grow quite big and some of the residents are questioning this decision.

**Response**

**Julie Reid, Director Engineering Services**

I will take this question on notice.

**Question**

**Cr Maria Sampey**

I have been approached by residents of Roulston Court, Noble Park North as it has been flooding for the last ten years and they have been advised they are 30th in the queue for repairs. How does Council prioritise curb and channel issues within this City? Some courts have been flooded and residents feel that they are not being taken notice of and I have photos of the flooding that occurs every time there is a downpour. Can this issue be investigated and can I be involved in this investigation also?

**Response**

**Julie Reid, Director Engineering Services**

I will take that question on notice.

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**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

**Comment**

**Cr Roz Blades AM**

I would like to thank the Young Leaders for coming along tonight. I was going to mention in my report that Councillors Dark, Councillor Melhem, the Mayor, Councillor Memeti and I met with the Young Leaders and it was a pleasure to do that. I understand that since then, Councillor Kirwan and Councillor O'Neal have also met with you, so I am pleased that you are here tonight. I am very excited by the program that you outlined to the Council and hopefully we can get together in a few months' time to see how you are progressing and work further with you.

**Question**

**Cr Roz Blades AM**

Could Mr Mayor write a letter of congratulations to Gordon Murray of the Noble Park RSL, who was awarded an Order of Australia Medal (OAM) in the Queen's birthday honours list. This was well deserved for all of Gordon's service that he has given to Noble Park and the RSL. I am sure he would appreciate a letter from you.

**This question was taken on notice.**

**Question**

**Cr Roz Blades AM**

I would like to know the status of the Keysborough Reserve Master Plan. The club contacted me to advise that there has been one meeting and they have not heard anything as yet?

**Response**

**Brett Jackson, Acting Director City Planning, Design and Amenity**

I will take that question on notice.

**Question**

**Cr Roz Blades AM**

I received a call from a resident the other day. He and some other residents are very concerned that when VicRoads is working on the main road in this instance it is Corrigan Road at night, there is insufficient lighting. There is not sufficient signage advising motorists and they would like their concerns passed onto VicRoads.

**Response**

**Julie Reid, Director Engineering Services**

Yes this information will be passed on.



**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

**Question**

**Cr Roz Blades AM**

The Coomoora Cricket Club and the Keysborough Soccer Club rooms have been in use for some time. The Council might be aware that it funded some significant works on the Reserve and I think it would be good if we could have a formal opening.

**Response**

**Martin Fidler, Acting Director Community Services**

I will see what can be organised and put it in the calendar.

**Question**

**Cr Roz Blades AM**

I have been speaking to some parents in relation to the Corrigan-Rex Kindergarten. It is an old kindergarten in Paperbark Ward. I would like to know when upgrades are scheduled to be performed there?

**Response**

**Martin Fidler, Acting Director Community Services**

I will take that question on notice.

**Question**

**Cr Roz Blades AM**

I have some questions from local residents in relation to the length of time Mons Parade, Noble Park will be closed during the Skyrail works. There is some work that needs to be performed in that area which necessitates the closure of Mons Parade and would like further detail regarding this. I would like to know how the Level Crossing Removal Authority (LXRA) intend to manage the traffic, which I think will be horrendous?

**Response**

**Brett Jackson, Acting Director City Planning, Design and Amenity**

I will take that question on notice.

**Question**

**Cr Roz Blades AM**

Earlier we spoke about volunteering and the Country Fire Authority (CFA). I think it would be prudent to see if Councillors can have a meeting with our local member Gabrielle Williams as she was the parliamentary secretary for volunteers.

**Comment**

**Mayor, Cr Jim Memeti**

I am happy to write to Ms Williams and enquire for a meeting.

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**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

**Comment**

**Cr Heang Tak**

On Sunday 11 June 2017, I attended a funeral service to pay my respect and condolences to the victims of the Brighton's terror attack on Monday, 5 June 2017. There is a lot of community support, not to support the act of terrorism, but the community who attended the service stated strongly that they are not deterred, they are not fearful and they will not be silenced by this kind of attack.

On Friday 9 June 2017, I attended the fifth year table tennis championship and presentation of the award for the winner. This event was well attended and organised by the Chinese Members Network. I do pass on their appreciation to Council for providing funding to make the competition possible. I would like to say on their behalf that the Chinese Members Network has been working so hard. Many members are new arrivals to the country mainly parent and partner visas to be with the children here in Australia. Although Council's Grant was small it helped make the event possible which drew a large crowd.

**Comment**

**Cr Tim Dark**

Over the last fortnight I attended quite a few events and some interesting ones as well.

On Thursday 25 May 2017, I attended the Dandenong Basketball Breakfast hosted by the Dandenong Basketball Association. They discussed a lot of work performed particularly with a lot of the groups. Black Rhinos is a critical organisation and they are putting those into pathways and into places where they can get employment.

On Wednesday 7 June 2017, I attended a farewell of Jenny Semple from the Southern Migrant and Refugee Centre or Resource centre. Over the last 20 years she has provided a lot of resources and a lot of work in the local community. She helped to build it up from what was a very small organisation to a power house. We all see the mini vans driving around and all the community events that they hold. Later that evening, I attended a citizenship ceremony with the Mayor.

On Tuesday 30 May 2017, I met with the three Young Leader Ambassadors with Councillor Melhem, Councillor Blades and the Mayor, Councillor Memeti. I attended the meeting to see what they are seeing as indicators of what their issues are and what they think the biggest issues are in the community. It was very good to see that there is a very good group of Young Leaders who are very interested in the local community issues that are currently being faced. In the future, I am sure that they do have aspirations to be in local Council. I wish them well in running for the Lightwood, Silverleaf, and Red Gum Wards and not my lovely Ward of Paperbark.

On Thursday 1 June 2017, I attended the South-East Launch of the Team 11, which is a big event.

**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)****Question****Cr Tim Dark**

I received an email from a constituent in the City of Greater Dandenong who informed me they were having issues trying to find the locations of the jobs and skill centre and if there was a place where they can go to hand in their resumes and learn some things. To note, I wanted to confirm, mostly if there is, is there one within Chisholm Institute just down the road. Can this location be clarified?

**Response****Paul Kearsley, Group Manager Greater Dandenong Business**

Yes, it is currently located at 311 Lonsdale Street which is the Chisholm facility just up the road. It was originally located on the fourth floor of a building in Thomas Street under the previous government and with the recent government decision, they have moved it and embedded it into Chisholm. It is a State Government funded initiative and it is a free service where it focuses individuals on job readiness, training and connecting job seekers to local employers. It is a very important service that it provides and is available to all job seekers. Individual services include career advice, counselling, skill assessments and they also set up meetings with local employers. They are a very important part of Council's postcode and community revitalising project for the State Government because Chisholm are represented and therefore the skills and jobs centres represent it. It is found to be a very good service. Officers have advised that they need to do more to make their location much more publicly known. I do think they will be undertaking some form of formal advertising in the next six to twelve months to again, let people know that they are there and the services are available.

**Question****Cr Tim Dark**

Can an update be given on how the Good Food & Wine Festival event on the weekend went?

**Response****Paul Kearsley, Group Manager Greater Dandenong Business**

Yes, it was very successful. I attended the event which went from Friday 2 June 2017, until Sunday 4 June 2017. This Council had four businesses attend and take space within the Exhibition hall. The feedback received is they saw it as incredibly valuable and a good learning opportunity for them in terms of how they participate in an event like that as not many had been to some of those events. Council also gave an opportunity for another four to five businesses through some ticketing, to take a walk around on the other days of the event and see whether they would like to participate perhaps next year. Officers are currently sourcing that interest but also to confirm the other four in attending for next year and will be booking a space. The feedback has been great. It certainly gives further identification to the City of Greater Dandenong as a food venue and I think we need to do a little bit more work next year, perhaps to budget more intensely and compete with the likes of the Barossa Valley and the Yarra Valley Councils. I am happy to take it up to them.

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**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

**Question**

**Cr Tim Dark**

A very similar question as well with regards to the China trade mission forecast for the first week of September. Could an update be provided on the status of this project?

**Response**

**Paul Kearsley, Group Manager Greater Dandenong Business**

I can advise that the numbers have increased up to about at least 10 to 11 businesses up from the six that I advised last time. Officers are continuing to promote the event for example and officer will attend the Chamber of Commerce breakfast where to give an update in front of all of the participants. There will also be brochures and flyers for everyone attending tomorrow morning. Emails are also continuing to be sent out. An email was sent today to all of the Municipalities food companies through the e-stakeholder advising people that the China trip is on and literally within about two minutes of that email being dispatched, I received a phone call from someone who is interested. The interest is there and officers need to continue to be out and about and have the information out there. I would hope that at the end of July, I would be able to table a report to Council outlining the numbers of businesses that are interested in attending and the nature of the trip. The proposed trip date is Sunday 3 September 2017, for about one week. It will be a seven day trip and that needs Council approval.

**Question**

**Cr Tim Dark**

Are the businesses that are interested in the trip coming from a broad diverse range of different sectors or are the majority coming from certain areas?

**Response**

**Paul Kearsley, Group Manager Greater Dandenong Business**

It is quite diverse. One is involved in land contamination issues, there is also an accountant and food businesses. It is a broad range which really I think represents the broad ranges of businesses that are in in this community. I am hoping to target over the coming weeks more food-related businesses because I think there is a really good opportunity. I should say that one of the participants who was at the Food & Wine Show, Future Bake was one of the businesses that I took across two years ago and he had indicated to me when I met him a couple of weeks ago, that out of the meeting that we were able to arrange in Nanjing, he is now looking at installing his products in vending machines in China. You can just imagine what that may do for that business if it goes well. So again, I think food-related businesses are somewhere that can be targeted over the coming months.

**Comment**

**Cr Tim Dark**

Please pass my congratulations to the Greater Dandenong Business department for the hard work that they have done and taking us to these exercises.

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**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

**Question**

**Cr Tim Dark**

I have received correspondence regarding a gravel section of road at the intersection of Chandler and Cheltenham Roads, Keysborough. There is a section which has been creating a lot of pot holes and some concerns for residents. Can I have an update please?

**Response**

**Julie Reid, Director Engineering Services**

Yes, the area in question is not a formal road shoulder and has not been designed nor built to be traversed by vehicles. Yet many motorists drive along this area to avoid queueing traffic to access the left turn slip lane for Cheltenham Road. VicRoads is the responsible road authority for the management and maintenance of the intersection of Cheltenham and Chandler Roads. They have previously identified that they are not supportive of the area being formally constructed into an extended left turn slip lane. Instead, VicRoads want to encourage any traffic coming from the south to use Dandenong Bypass and Perry Road, located further to the west to access Cheltenham Road, as the Perry Road intersection has better provisions and greater capacity. However, in saying that, this roadside area in Chandler Road further away from the intersection is maintained by Council and maintained on a monthly basis and the next scheduled maintenance of that area is next week. Traffic engineers are in a bit of a difficult situation regarding that and they are currently considering alternative measures to limit motorist ability to drive along this particular area because it is causing quite some concern.

**Question**

**Cr Tim Dark**

In light of some recent issues which Councillor Tak recently attended, a funeral regarding some attacks within local communities, unprovoked attacks as well, does the City of Greater Dandenong have specific asset sort of paperwork or anything to confirm that it has taken steps to ensure that it can prevent instances happening within the City of Greater Dandenong? I raise this because I was watching something the other night as I was reading through information and there was a previous incident where a person was running around Dandenong Plaza with a flag which was asserting favour of a certain group, particularly one affiliated with a terrorist movement. I would like to find out whether the City of Greater Dandenong has got certain controls and things in place to ensure that it has the affordability if something does happen?

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**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)****Response****John Bennie PSM, Chief Executive Officer**

We will take that question partly on notice because I think it is worth checking even further. In terms of giving a response tonight, I would not be entirely sure that we would have any documentation that you might consider appropriate nor in need. I would give you an assurance and the community an assurance that we do all that we possibly can when we know of such incidents to intervene and take appropriate action. They do include a couple of significant things in the past including a significant assessment of this precinct in terms of the risk and exposure arising from events in the community, that of course arising out of recent activities in other places. It has prompted us as officers to propose a further course of action, including updated assessment of major nodes or activities or points of attraction in this and other similar activity centres. So we have got a strong history of doing things in the past and we intend to undertake some further work into the future.

**Comment****Mayor, Cr Jim Memeti**

On Tuesday 23 May 2017, I attended the opening of the Allan Street Bridge, the new bridge that connects Dandenong South and the Metro Village and that was built by former Places Victoria. I think they are called Development Victoria these days. So it was great to be at the opening of that bridge. Now it connects Dandenong South and also the Metro Village, which makes it easier for people living in Metro Village to go and use the parks in Dandenong South. There is also easy access to the Dandenong South Primary School and also the Kindergarten. So once it opened, it just made so much sense that this bridge needed to happen and I think everybody that has used it in the last fortnight has said what a fantastic initiative. It was a result of Council's badgering of Development Victoria. It is a great outcome for the community.

On Wednesday 24 May 2017, I attended a Children's Advisory group's first meeting which was held in this Chamber. I spoke to them about what happens in the Council and they were very interested and I think these young children will learn a lot about how Council operates and I think they have a few other meetings as well. It was great to attend that.

On Thursday 25 May 2017, as Councillor Kirwan stated, we went to see the Jayco factory in Dandenong which employs 1,150 people. It was good to speak to Gerry Ryan who says that he has got a few more good ideas up his sleeve and he is looking at a new business venture which could help possibly employ another 250 people. We are looking forward to that. Later that day, I met with the Football Federation of Australia to have a chat regarding our A-league bid along with Mr John Bennie, Chief Executive Officer and Gabrielle Williams, State Member for Dandenong and it was a good outcome. I believe that we are continuing to work close with the Football Federation of Australia, so we can have a great outcome in having an A-league team in the south-east. Our Team 11 was launched only a couple of weeks ago with the City of Casey and the Cardinia Shire, where the Mayors and the CEOs and other interested people attended the function. We also were very happy to have the Premier of Victoria, Mr Daniel Andrews attend. This area is hungry for an A-league team, a W team and a Youth team to represent us nationally. There was a little girl named Felicia who had a birthday and turned eight and she was our cover girl. When the Premier came to speak she just

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**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

quietly came and stood right next to him and said, Mr Premier, she wants an A-league club in this south-east region. So that was a good night and as we know, we need to keep on working together with the community, with the clubs to achieve that goal.

On Saturday 27 May 2017, I attended the launch of the Noble Park Information Hub and that building that was built gives a viewpoint of how the rail at Noble Park is happening. It was good to see that only about a couple of months ago, that I visited TRYbuild and seeing that being built which is a company in Dandenong South which helps young people, so it was good to see the outcome of that. It is a container that is built and turned into like an office and it has got a platform. If you ever have a chance, go down to Noble Park and have a look at it. It is a container and it was kids that are from the south-eastern suburbs, probably from Dandenong that helped build that container. That is a great outcome.

On Tuesday 30 May 2017, the Hobsons Bay City Council, the Mayor and other Councillors, a Chief Executive Officer, attended and looked at our open space, prominently our Harmony Square. They are look at building some open spaces in their Council at Hobsons Bay and they were very, very impressed with what has been achieved here in Dandenong in Harmony Square. I advised them that Council is undertaking another project in Springvale. I think this Council is the leader in that kind of space and other Councils are coming to learn from what this Council has done.

On Wednesday 31 May 2017, I attended the opening of the Jona Sensory Children's Garden by Her Excellency, the Honourable Linda Dessau AC, Governor of Victoria at the Queen Elizabeth Centre in Noble Park.

On Friday 2 June 2017, I attended the Flag Raising Ceremony to commemorate Reconciliation week last week and there were about a hundred school children there as well. After that, they had education about the trees and I thought that was great to bring the children and have the Aboriginal Elders teach them what kind of trees they are and Indigenous trees.

On Wednesday 7 June 2017, I had 150 new Australian citizens ceremony, which is fantastic again as Councillor Dark said, these people who have come from all over the world. When I do hand over their certificate to them you can just see in their eyes and in their faces how happy they are. On that night, there was one lady who could not just control her emotions tears were coming down her face, that she felt safe and belonged to somewhere. That was very emotional as well. So it is great to always officiate those citizenship ceremonies.

On Friday 9 June 2017, I attended the Football Federation of Victoria Community in Business Forum and that night, I was invited by the Football Federation of Australia to attend the Brazil v Argentina football game on Friday night which was a complete sell-out. 96,000 people at the Melbourne Cricket Ground (MCG) and only today, we learnt that the Football Federation of Australia has launched for 2023, Women's World Cup and how great would that be if Dandenong could host a game of the females playing the World Cup in Dandenong. There is a lot of work still to do, but that was a great outcome.

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**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

Also to our Young Leader Ambassadors still in the Chambers, great to see you are still here and I can see some potential leaders there, maybe on Council by 2020. On Tuesday 30 May 2017, it was great to attend the function where three other Councillors and I had to speak about why we wanted to become a Councillor. I hope you know us even better now, sitting in the Gallery there tonight. It is great to see you and I look forward to working with you throughout the year.

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**John Bennie PSM, Chief Executive Officer tabled a listing of responses to questions taken on notice at the previous Council meeting. A copy of the responses is provided as an attachment.**



4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)

**COUNCILLOR QUESTIONS TAKEN ON NOTICE**

Date of Council Meeting	Question Asked By	Subject & Summary of Question	Responsible Officer	Date of Response	Summary of Response
22/05/17 CQT17	Cr Sean O'Reilly	<p><b>Lindsay Williams Crossing, Springvale</b>                      Can a timeframe be given and also information regarding how this is going to be progressed through? Council has a policy of densification on that side of the Springvale Station that is directly affected by Lindsay Williams Crossing and commuters are feeling trapped in. There is only one lane that they can use to get out in peak hour and if you get someone that has not had their coffee or is hesitant to turn into Lightwood Road, the whole intersection becomes backed up to Sandown Road. I would really like some sort of traffic evidence base, and also how Council is going to progress going forward.</p>	Director Engineering Services	2/06/17	<p>The intersection of Warwick Av and Lightwood Rd are receiving safety improvements under the Australian Government Blackspot Program by way of splitter islands. Works are underway to install this treatment.</p> <p>A proposal to alter the dividing centreline along Lindsay Williams Crossing near Lightwood Road to provide additional space for vehicles to queue near the intersection has previously been investigated. The turning circle (swept path) analysis identified the existing dividing centreline was installed to allow a 12.5m heavy vehicle to complete a left turn onto Lightwood Rd without needing to sweep into the path of oncoming traffic. Given, the results of the swept path analysis the transport team do not believe that any changes can be safely made at this location.</p> <p>It is Council's view that the congestion issues experienced at this location requires action at a broader level, incl. potential installation of signal at Springvale Rd and Virginia St (or Rosalie St) to reduce the right turn demand on the Lindsay Williams Crossing.</p>

## 4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)

Date of Council Meeting	Question Asked By	Subject & Summary of Question	Responsible Officer	Date of Response	Summary of Response
22/05/17 CQT5	Cr Matthew Kirwan	<b>Advertising of Disability Advisory Committee Members</b> Given that the actual whole advisory committee had only a two year term why is the entire committee not being advertised as has been done with all our other committees?	Acting Director Community Services	31/05/17	VicRoads is currently investigating options to improve the efficiency of the Springvale Rd / Lightwood Rd intersection (due to left hand turn bans) and have considered the need for signals for Springvale Road and Virginia Street, intersection for improved movement/access in the area. Officers cannot confirm timing on these at this stage. The proposed signals are likely to be linked to further development of the area west of Springvale Road on the south side of Newcomen Road.
22/05/17 CQT3	Cr Zaynoun Melhem	<b>Planting of European deciduous trees within Silverleaf Ward.</b> A resident asked a question in regards to the recent planting of deciduous trees. Previously, there were native trees in the Silverleaf Ward but some of these have been removed and replaced	Director Engineering Services	2/06/17	Current members of the Disability Advisory Committee indicated their desire and willingness to continue their role in order to implement the Disability Action Plan in conjunction with the five new members (yet to be appointed). The Committee agreed to change the terms of reference to reflect an initial two year term with the option of continuing for another two years. Somerset Drive and Outlook Drive have been planted with deciduous exotic tree species such as Norwegian Sunset Maples and Biloxi Crepe Myrtles, whilst other streets in the area such as Surrey Road and Suffolk Road have evergreen natives trees

4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)

Date of Council Meeting	Question Asked By	Subject & Summary of Question	Responsible Officer	Date of Response	Summary of Response
		with European deciduous trees. Could the relevant officer please advise why Council chose European deciduous trees rather than indigenous trees?			<p>such as Brachychiton and Lilly Pilllys.</p> <p>In order to achieve and maintain a healthy vibrant tree population it is important to have diversity in the street trees selected. Council plants both native and exotic trees to ensure this diversity. Council's current Street Tree Strategy, "Leafy Legacy", has a master street tree listing which considers the most appropriate street tree for each street whilst giving consideration to factors such as nature strip size, powerlines, soil types, pest and disease resistance and appropriate size of trees to suit the location. These parameters were not always applied when the original housing development took place which has resulted in some inappropriate plantings that are being corrected over time when the old trees come up for replacement.</p> <p>When Council has the need to remove a tree, the entire tree is removed, including the stump, which is ground down below the ground surface level. All timber debris is removed, the naturestrip is levelled and top dressed with soil prior to a replacement tree being planted. This process mitigates risks against encouraging an environment for termite inhabitation.</p>

**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

Date of Council Meeting	Question Asked By	Subject & Summary of Question	Responsible Officer	Date of Response	Summary of Response
22/05/17 CQT2	Cr Maria Sampey	<p><b>Traffic issues on Police Road</b> I would like to mention an email I received this afternoon from a resident in Lightwood Ward. There have been some issues with regard to Wellington Secondary College as the school has closed its gates to parents picking up their children inside the school. For the last few months there has been traffic congestion on Police Road, Mulgrave and it is creating a safety issue.</p>	Director Engineering Services	2/06/17	<p>This matter has been brought to our attention previously by a resident and in response I can advise:</p> <p>All declared main roads, such as Police Road, and any intersections along them are the responsibility of VicRoads.</p> <p>With the exception of parking controls, Council has absolutely no authority to make any changes on declared main roads. However, we do work closely with VicRoads, as necessary, to ensure our residents concerns are heard.</p> <p>Council received an email from the resident in early March and we responded to her at the time advising that we would raise the matter with the school. Our transport team spoke to Vic Roads, Monash Council (where the school is located) and the school. We were not able to get agreement from the school for a meeting to discuss these matters instead they advised us that a number of residents had contacted them and they were communicating with those residents themselves. Our Director City Planning, Design and Amenity also rang the Principal of the school at the time and discussed the issues with</p>

**4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS (Cont.)**

Date of Council Meeting	Question Asked By	Subject & Summary of Question	Responsible Officer	Date of Response	Summary of Response
					<p>him.</p> <p>Our own on site investigations into school pick up on our local streets did not identify any issues warranting signage etc., however parking enforcement officers have been made aware of a number of behaviour issues and will attend the location more frequently over the coming months.</p>

**At the Ordinary meeting of Council on Monday, 24 March 2014, Council resolved to change the way Councillors and Public questions taken on notice are answered and recorded from 14 April 2014 meeting of Council onwards.**

## **5 QUESTION TIME - PUBLIC**

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**John Bennie PSM, Chief Executive Officer tabled a listing of responses to questions taken on notice at the previous Council meeting. A copy of the responses is provided as an attachment.**

5 QUESTION TIME - PUBLIC (Cont.)

**QUESTIONS TAKEN ON NOTICE**

Date of Council Meeting	Question Asked By	Subject & Summary of Question	Responsible Officer	Date of Response	Summary of Response
22/05/17 PQT3	John Kakavas, Noble Park	<p><b>Rainwater management at Ellendale Road, Noble Park</b> Lack of appropriate rainwater management at Parkville Reserve, Ellendale Road, Noble Park, and properties 26-34 Ellendale Road, Noble Park which causes flash flooding and structural damage to properties at 3-9 Gell Court, Noble Park. Decade long complaints have not effectively addressed the issue, and there is now an extremely serious issue having eventuated on the subject property. For some 20 years the questioner has been in contact with an extensive number of Council officers, up to management level, regarding flash flooding experienced by the subject property in Gell Court, Noble Park. Apart from the surface damage caused by the flooding, a great concern has been given to the topography water being pushed underground, and potentially undermining structures including houses. Although officers conceded the problems are real and the causes are clearly recognised, no timely or definite plans have eventuated to fully address the issue in a timely manner. It has invariably been references to Melbourne Water's ten year plan, inadequate infrastructure and Council five year plans. The questioner's worst fears have now</p>	Director Engineering Services	2/06/17	<p>Council will consider the matter of funding for investigation into drainage matters in the area, via the 2017/18 budget process.</p> <p>The matter of the "hole" will be investigated during a meeting scheduled on site next week.</p>

5 QUESTION TIME - PUBLIC (Cont.)

Date of Council Meeting	Question Asked By	Subject & Summary of Question	Responsible Officer	Date of Response	Summary of Response
		<p>apparently been realised, with a sinkhole having been developed on his property, some 3 metres behind his house, and placing a hose on full tap into the hole suggests it is bottomless. Potentially it could run under the house foundations, and it goes on to talk about visual evidence that such a problem exists is included in the question. The precursor signs have been there for at least three to five years, and have been pointed out to Council officers during inspections, including such last inspection of the property some 16 months ago. With the latest development, the damage, loss of amenity, anger, frustration and anxiety suffered during these 20 years, has become greater. "It is fair to say that I have shown Job-like patience over this extended period, however given the latest development I have no option but to, in this instance, amicably ask two questions of the council. One, on which date of June 2017 will council commence work on my property to find and eliminate the cause of the sinkhole, and locate and repair the damage caused? And two, on which date of June 2017 will council table a funded plan to timely neutralise the upstream causes of our problems with a completion date by December 2017."</p>			

**At the Ordinary meeting of Council on Monday, 24 March 2014, Council resolved to change the way Councillor and Public questions taken on notice are answered and recorded from 14 April 2014 meeting of Council onwards.**

Question Time Public – Questions Taken on Notice

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## 6 URGENT BUSINESS

No urgent business was considered.

The meeting closed at 9.56PM.

Confirmed: / /

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CHAIRPERSON