



**GREATER
DANDENONG**
City of Opportunity

AGENDA

ORDINARY COUNCIL MEETING

MONDAY 13 MAY 2019
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 Roz Blades AM (LOA)
Cr Angela Long

1.2 OFFERING OF PRAYER

As part of Council's commitment to recognising the cultural and spiritual diversity of our community, the prayer this evening will be offered by Rajaratna Sarma Premakantha Kurukkal from the Hindu Community, a member of the Greater Dandenong Interfaith Network.

1.3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Ordinary Meeting of Council held 23 April 2019.

Recommendation

That the minutes of the Ordinary Meeting of Council held 23 April 2019 be confirmed.

1.4 ASSEMBLIES OF COUNCIL

The following assemblies of Council occurred in the period 18 April to 8 May 2019:

Date	Meeting Type	Councillors Attending	Councillors Absent	Topics Discussed & Disclosures of Conflict of Interest
23/4/19	Pre-Council Meeting	Roz Blades AM, Youhorn Chea, Tim Dark, Matthew Kirwan, Angela Long, Zaynoun Melhem, Jim Memeti, Sean O'Reilly, Maria Sampey (part), Sophie Tan, Loi Truong (part)		<ul style="list-style-type: none">- Submissions for Parliamentary Inquiry into Recycling and Waste Management.- Recent fire at Council property in Lonsdale Street, Dandenong.- Update into inquiry into I Cook Foods (the CEO disclosed a conflict of interest in this item and left the room during discussion).- Open space acquisitions across the municipality.- Trader issues at the Dandenong Market (Cr Memeti disclosed a conflict of interest in this item and left the room during discussion).- Parking at the Civic Centre.- Agenda items for Council Meeting of 23 April 2019.

1.4 ASSEMBLIES OF COUNCIL (Cont.)

29/04/19	Councillor Briefing Session	Roz Blades AM, Youhorn Chea, Tim Dark, Matthew Kirwan, Angela Long, Zaynoun Melhem, Sean O'Reilly, Maria Sampey, Sophie Tan, Loi Truong	Jim Memeti	<ul style="list-style-type: none">- Meeting Procedure Local Law review.- Open space acquisitions within the municipality.- CEO and Councillor only session on CEO performance indicators.
06/04/19	Councillor Briefing Session	Roz Blades AM, Youhorn Chea, Tim Dark (part), Matthew Kirwan, Angela Long, Sean O'Reilly, Maria Sampey (part), Sophie Tan, Loi Truong	Zaynoun Melhem, Jim Memeti	<ul style="list-style-type: none">- Dandenong Market annual plan and budget.- Future waste options for the metro region (CONFIDENTIAL).- Assisting community events in Harmony Square.- Proposed use of unallocated funds from Community Partnership Funding program.- Application received to move electronic gaming machines from one venue within Greater Dandenong to another.- Council winning Best Major Event for SnowFest under Victoria's Parks and Leisure Awards.- Incident which recently occurred at Walker Street multideck carpark.- Agenda items for Council Meeting of 13 May 2019.

Recommendation

That the assemblies of Council listed above be noted.

1.5 DISCLOSURES OF INTEREST

Any interest that a Councillor or staff member has deemed to be significant and has disclosed as either a direct or an indirect interest is now considered to be a conflict of interest. Conflict of Interest legislation is detailed in sections 77A, 77B, 78, 78A-E & 79 of the Local Government Act 1989. This legislation can be obtained by contacting the Greater Dandenong Governance Unit on 8571 5216 or by accessing the Victorian Legislation and Parliamentary Documents website at www.legislation.vic.gov.au.

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

- complete a disclosure of interest form prior to the meeting.
- advise the chairperson of the interest immediately before the particular item is considered (if attending the meeting).
- leave the chamber while the item is being discussed and during any vote taken (if attending the meeting).

The Councillor will be advised to return to the chamber or meeting room immediately after the item has been considered and the vote is complete.

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2 OFFICERS' REPORTS

2.1 DOCUMENTS FOR SEALING

2.1.1 Documents for Sealing

File Id: A2683601
Responsible Officer: Director Corporate Services

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 twelve [12] items being presented to Council's meeting of 13 May 2019 for signing and sealing as follows:

1. A letter of recognition to Leanne Nicholls, Regulatory Services for 10 years of service to the City of Greater Dandenong;
2. A letter of recognition to Sandra Costello, Community Services for 10 years of service to the City of Greater Dandenong;
3. A letter of recognition to Cheryl Dillon, Community Services for 10 years of service to the City of Greater Dandenong;
4. A letter of recognition to Melanie Van Dort, Community Services for 10 years of service to the City of Greater Dandenong;
5. A letter of recognition to Leanne Willie, Community Services for 10 years of service to the City of Greater Dandenong;
6. A letter of recognition to Patricia Davidson, Community Services for 10 years of service to the City of Greater Dandenong;
7. A letter of recognition to Karen Loats, Community Services for 10 years of service to the City of Greater Dandenong;
8. A letter of recognition to Silvia Martinez, Community Services for 10 years of service to the City of Greater Dandenong;
9. A letter of recognition to Nu Ly, Community Services for 10 years of service to the City of Greater Dandenong;
10. A Deed of Novation between the Dandenong City Council and Rodjen Pty Ltd trading as City and Rural Tree Services relating to Novation of Contract 1516-03B Reactive Tree Maintenance;
11. A letter of recognition to Faye Musgrave, Community Services for 10 years of service to the City of Greater Dandenong; and
12. A letter of recognition to Sebastian Herrera, Community Services for 10 years of service to the City of Greater Dandenong.

Recommendation

That the listed documents be signed and sealed.

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

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.

A table containing all details relevant to current petitions and joint letters is provided in Attachment 1. It includes:

1. the full text of any petitions or joint letters received;
2. petitions or joint letters still being considered for Council response 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 along with the full text of the original petition or joint letter and the date it was responded to.

Note: On occasions, submissions are received that are addressed to Councillors which 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 no new petitions, one online petition update and no joint letters prior to the Council Meeting of 13 May 2019.

- At the time of print a total of 499 supporters and signatures have been recorded through the website Change.org requesting Council not to demolish or replace the Maurice Kirby Velodrome at Parkfield Reserve, Dunblane Road, Noble Park.

While these are not formal petitions to Council (i.e. they do not meet our guidelines), each petition received has been noted and has been forwarded to the relevant Council business unit for consideration.

N.B: Where relevant, a summary of the progress of ongoing change.org petitions will be provided in the attachment to this report.

Recommendation

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

2.2.1 Petitions and Joint Letters (Cont.)

DOCUMENTS FOR TABLING

PETITIONS AND JOINT LETTERS

ATTACHMENT 1

PETITIONS AND JOINT LETTERS

PAGES 6 (including cover)

If the details of the attachment are unclear please contact Governance on 8571 1000.

2.2.1 Petitions and Joint Letters (Cont.)

Date Received	• Petition Text (Prayer)	Number of Petitioners	Status	Responsible Officer Response

If the details of the attachment are unclear, please contact Governance on 8571 1000.

2.2.1 Petitions and Joint Letters (Cont.)

Date Received	Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response
5/03/19	<p>• Petition Text (Prayer)</p> <p>CHANGE.ORG PETITION - From Noble Park residents Save Noble Park Velodrome before it's too late.</p> <p>After Tuesday 12 March 2019, the City of Greater Dandenong are poised to demolish the much-loved Maurice Kirby Velodrome, at Parkfield Reserve, Dunblane Road, Noble Park.</p> <p>Since early 2018, Noble Park residents have tried to make council listen to concerns about the Draft Parkfield Reserve Masterplan, which includes demolishing the velodrome. The entire reserve has been left to deteriorate for years. We agree a masterplan is step in the right direction to improve our little reserve and clean it up, but please don't remove the reason why most residents use it daily!</p> <p>Council plan to replace the velodrome with a 2.5m wide gravel or concrete path which we really don't think will be weather proof or be fit for purpose.</p> <p>On 25 February 2019, councillors voted 4:7 to fast track \$450,000 of Open Space Reserve Fund to demolish Maurice Kirby Velodrome.</p> <p>And despite being poorly maintained by City of Greater Dandenong for years and having no signage, the velodrome is highly used by Noble Park residents for walking and cycling.</p> <p>Our area wants this wonderful facility to remain, be refurbished so that children, families and everyone can ride, learn skills and importantly, have fun walking or riding a bike!</p> <p>We call upon all the councillors and local politicians this petition is directed towards, to mediate this unprecedented situation, attempt to de-escalate, cooler heads to prevail and the Parkfield Reserve Masterplan to be redesigned to reflect local concerns.</p>	As at 13/05/2019 499 supporters & 499 signatures	Ongoing	<p>Tabled at CM 12 March 2019</p> <p>Director of Engineering Services</p> <p>Response:</p> <p>At its meeting of 10 December 2018 Council considered the results of extensive public consultation and resolved to adopt the Parkfield Master Plan. This Master Plan included removal of the current cycle track to make way for other recreational facilities. At a subsequent meeting of 25 February 2019 Council resolved to fund the Stage 1 works of the Master Plan in this financial year. In accordance with those resolutions, Stage 1 is proceeding and work has now commenced on removal of the cycle track.</p>

If the details of the attachment are unclear, please contact Governance on 8571 1000.

2.2.1 Petitions and Joint Letters (Cont.)

Date Received	• Petition Text (Prayer)	No. of Petitioners	Status	Responsible Officer Response

If the details of the attachment are unclear please contact Governance on 8571 1000.

2.2.1 Petitions and Joint Letters (Cont.)

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2.2.1 Petitions and Joint Letters (Cont.)

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2.3 CONTRACTS

2.3.1 Contract No. 1819-39EOI Graphic Design Services

File Id: qA395436
Responsible Officer: Director Corporate Services

Report Summary

This report outlines the tender process undertaken to select a panel of suitably qualified and experienced contractors for the provision of Graphic Design Services.

The initial contract term is two (2) years from the date of commencement with an option to extend the contract by two (2) twelve month extensions at the sole and absolute discretion of Council.

This is a Schedule of Rates based contract.

Recommendation Summary

This report recommends that Council awards Contract 1718-82 to a panel of twelve (12) contractors comprising of

1. Twelve Creative
2. Synkd Pty Ltd trading as Thomas Enterprises Trust
3. KaWdesign
4. Caroline Ward trading as Ki Creative
5. Metz Creative
6. Heine Jones
7. Kinart Pty Ltd
8. Avonsleigh Pty Ltd trading as One Rabbit
9. Think Productions Pty Ltd
10. 5678 Design
11. Paoli Smith Pty Ltd
12. Multiple Studio Pty Ltd

The estimated expenditure for this contract over an initial two (2) year term is \$300,000 (three hundred thousand dollars) excluding GST. Over the full life of the contract including two (2) twelve month extensions, the estimated expenditure is \$600,000 (six hundred thousand dollars) excluding GST.

2.3.1 Contract No. 1819-39EOI Graphic Design Services (Cont.)

Introduction

The provision of graphic design services for Greater Dandenong City Council is required as part of its overall marketing and communications function. Council uses a range of consultancy services to assist in communicating and promoting the large number of programs, services, key projects and events that the organisation delivers and supports for residents, ratepayers, visitors and businesses.

The City of Greater Dandenong is seeking the supply of this service via a panel of providers, as the type and volume of engagements vary based on the communication requirements that have been identified as part of any particular project.

Graphic designers will be required to develop collateral through a range of mediums. This could include, but not be limited to, brochures, flyers, posters, various corporate publications, webpage design, newsletters, display material, merchandise, press advertising, social media and Powerpoint presentation templates.

Tender Process

The Tender was advertised in The Age newspaper on Saturday 19 January 2019 and closed on Thursday 14 February 2019. At the closure of the Tender advertising period twenty four (24) tender submissions were received as follows:

1. Twelve Creative
2. Synkd Pty Ltd trading as Thomas Enterprises Trust
3. Hein Jones
4. Kinart Pty Ltd
5. Caroline Ward trading as Ki Creative
6. Courtney Colour Graphics (Vic) Pty Ltd
7. Tess McCabe
8. Think Productions Pty Ltd
9. 5678 Design
10. Avonsleigh Pty Ltd trading as One Rabbit
11. Metz Creative
12. KaWdesign
13. Jeremy Jacotine
14. Hayden Goodall & Denise Lane trading as Sardine Design
15. Plural Creative Pty Ltd trading as Plural Agency
16. Multiple Studio Pty Ltd
17. Arte Design Services
18. The Information Access Group
19. Paoli Smith Pty Ltd
20. Simple Integrated Marketing Pty Ltd
21. Brand-works

2.3.1 Contract No. 1819-39EOI Graphic Design Services (Cont.)

- 22. Think HQ Pty Ltd
- 23. Cupla Pty Ltd
- 24. Savi Communications Pty Ltd

Tender Evaluation

The evaluation panel consisted of the Team Leader Digital & Marketing, Communications Officer, Senior Media & Communications Coordinator and Contracts & Administration Officer. The Occupational Health & Safety Consultant provided additional specialist advice.

The tenders were evaluated using Council’s Weighting Attributed Value Selection Method. The advertised evaluation criteria and allocated weightings for evaluation are as follows:

	Evaluation Criteria	Weighting
1	Price/Rates	20%
2	Quality of Services	35%
3	Relevant Experience	25%
4	Response Rate / Guarantee	10%
5	Social Procurement	5%
6	Local Industry	5%

Each criterion is ranked on a point score between 0 (fail) and 5 (excellent). These rankings are then multiplied by the weighting to give a weighted attribute ranking for each criterion and totalled to give an overall evaluation score for all criteria.

Following the evaluation of the tender submissions received, the comparative point score based on the above criteria is as follows:

Tenderer	Price Points	Non-Price Point	Total Score
Twelve Creative	0.88	3.48	4.36
Synkd Pty Ltd trading as Thomas Enterprises Trust	0.75	3.16	3.91
KaWdesign	1.00	2.85	3.85
Caroline Ward trading as Ki Creative	0.96	2.80	3.76
Metz Creative	1.00	2.69	3.69
Hein Jones	0.20	3.15	3.35

2.3.1 Contract No. 1819-39EOI Graphic Design Services (Cont.)

Kinart Pty Ltd	0.07	3.27	3.34
Avonsleigh Pty Ltd trading as One Rabbit	0.41	2.78	3.19
Think Productions Pty Ltd	0.05	2.98	3.03
5678 Design	0.04	2.97	3.01
Paoli Smith Pty Ltd	0.00	3.00	3.00
Multiple Studio Pty Ltd	0.34	2.66	3.00
Tess McCabe	0.89	2.10	2.99
Hayden Goodall & Denise Lane trading as Sardine Design	0.59	2.32	2.91
Jeremy Jacotine	1.00	1.87	2.87
Courtney Colour Graphics (Vic) Pty Ltd	0.69	2.13	2.82
Plural Creative Pty Ltd trading as Plural Agency	0.00	2.78	2.78
Arte Design Services	0.86	1.85	2.71
Simple Integrated Marketing Pty Ltd	0.00	2.45	2.45
The Information Access Group	0.09	2.27	2.36
Brand-works	0.00	1.93	1.93
Think HQ Pty Ltd	0.00	2.42	2.42
Savi Communications Pty L	0.00	2.13	2.13
Cupla Pty Ltd	0.00	2.02	2.02

Note 1: The higher the price score – the lower the tendered price.

Note 2: The higher the non-price score – represents better capability and capacity to undertake the service.

Victorian Charter of Human Rights and Responsibilities

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

2.3.1 Contract No. 1819-39EOI Graphic Design Services (Cont.)

Financial Implications

This contract is a schedule of rates contract. Resource requirements are in accordance with existing budgetary allocations for each business unit. The current funding allocation will meet the financial requirement of this contract.

Note: Schedule of Rates – A schedule of rates contract is one under which the amount that is payable to the contractor is calculated by applying an agreed schedule of rates to the quantity of work that is actually performed.

Social Procurement

Some of the panel contractors made a decision to take one pro-bono branding project per year for a charity organisation to the value of \$10,000.

One of tenderers is a member organisation of the formulation of the Queen Victoria Women's Centre Grant Crafting Cultural Connections. The Grant was developed to provide a series of craft workshops for African refugee and migrant women led by the Creative Women's Circle.

Other tenderers have a dedicated number of organisations that they donate to regularly. These include:

- Deaf Children Australia
- Disability Sports
- Lions Clubs of Australia

Local Industry

A number of the panel contractors are using local labour and materials as part of their services. Some of the tenderers are local and others have employees who live locally.

Consultation

During the tender evaluation process and in preparation of this report, relevant Council officers from Communications & Customer Service and Council's Risk Management teams were consulted.

2.3.1 Contract No. 1819-39EOI Graphic Design Services (Cont.)

Conclusion

The evaluation panel is satisfied that the tenderers recommended for appointment have the capability and relevant experience to carry out the works in a timely and efficient manner. All companies have provided this type of service to Councils or other similar organisations for many years and are expected to provide a Best Value Service to Council for this contract.

At the conclusion of the tender evaluation process the evaluation panel agreed that the following tender submissions be accepted:

1. Twelve Creative
2. Synkd Pty Ltd trading as Thomas Enterprises Trust
3. KaWdesign
4. Caroline Ward trading as Ki Creative
5. Metz Creative
6. Hein Jones
7. Kinart Pty Ltd
8. Avonsleigh Pty Ltd trading as One Rabbit
9. Think Productions Pty Ltd
10. 5678 Design
11. Paoli Smith Pty Ltd
12. Multiple Studio Pty Ltd

These represented the best value outcome for Council and should be accepted base on:

1. Low price schedule of rates, social procurement and local industry; and
2. Quality of services, relevant experience and response rate / guarantee

2.3.1 Contract No. 1819-39EOI Graphic Design Services (Cont.)

Recommendation

That Council:

- 1. awards Contract No. 1819-39EOI for Graphic Design Services to Greater Dandenong City Council to a panel of twelve (12) contractors as follows:**
 1. Twelve Creative
 2. Synkd Pty Ltd trading as Thomas Enterprises Trust
 3. KaWdesign
 4. Caroline Ward trading as Ki Creative
 5. Metz Creative
 6. Hein Jones
 7. Kinart Pty Ltd
 8. Avonsleigh Pty Ltd trading as One Rabbit
 9. Think Productions Pty Ltd
 10. 5678 Design
 11. Paoli Smith Pty Ltd
 12. Multiple Studio Pty Ltd

at the tendered Schedule of Rates for an initial period of two (2) years;
- 2 reserves the option to extend the initial contract term by two (2) twelve extensions at the sole and absolute discretion of Council; and**
- 3 sign and seals the contract documents when prepared.**

2.4 OTHER

2.4.1 Municipal Association of Victoria (MAV) Motion re Status Resolution Support Services (SRSS) Advocacy for State Council Meeting

File Id: A5714068
Responsible Officer: Director Community Services

Report Summary

The Federal Government changes in 2018 to the Status Resolution Support Services (SRSS) program for people seeking asylum have already affected a significant number of Greater Dandenong residents who were receiving income support from this program.

City of Greater Dandenong has taken a leadership role in local government advocacy against the change and, in partnership with other municipalities, has established the Local Government Mayoral Taskforce supporting People Seeking Asylum. The Mayor of Greater Dandenong chairs the Taskforce Executive and officers provide secretariat support.

Following on from the previous Notice of Motion submitted by the Executive members to the

Municipal Association of Victoria (MAV), the Executive have agreed to submit a subsequent Notice of Motion to the upcoming meeting of the MAV which is in line with the broader developments set out by the advocacy campaign against the SRSS changes. The taskforce members have requested that City of Greater Dandenong table this motion on behalf of the Taskforce at the 17 May 2019 MAV State Council Meeting.

This action is consistent with Greater Dandenong general advocacy position against the changes and appropriate given the Mayor's leadership role on the Taskforce Executive.

Recommendation Summary

This report recommends that Council endorses the submission of a Notice of Motion for consideration by MAV State Council Meeting on Friday 17 May 2019.

2.4.1 Municipal Association of Victoria (MAV) Motion re Status Resolution Support Services (SRSS) Advocacy for State Council Meeting (Cont.)**Background**

Support for people seeking asylum has been provided in previous years through the SRSS (Status Resolution Support Services) program which provides a basic living allowance (typically 89% of Newstart allowance, or approximately \$35 per day), casework support and access to torture and trauma counselling.

Changes by the Federal Government to this program will cut all income and case management support of many people seeking asylum and have already dramatically increased the demand for material aid resources at the local municipality level. This action has left many people destitute and requests for places to live, money for clothes, food and medicine, will only further escalate.

City of Greater Dandenong has taken a leadership role in local government advocacy against the change and, in partnership with other municipalities, has established the Local Government Mayoral Taskforce Supporting People Seeking Asylum. The Mayor of Greater Dandenong chairs the Taskforce Executive and officers provide secretariat support.

Whilst there has been a Federal focus by the campaign to ensure that SRSS cuts are reversed by the Federal Government, there is scope for the State Government to provide interim funding to temporarily resolve this humanitarian crisis. Given that many people seeking asylum have already been removed off the SRSS program, the impact this is having on service providers and community agencies has dramatically increased, and immediate action is required.

In response to the campaign changes it was recommended by the Taskforce to submit a subsequent Notice of Motion that reflects the revised campaign objectives.

The Executive members have agreed that a submission of a Notice of Motion to the upcoming meeting of Municipal Association of Victoria State Council would support the broader advocacy campaign against the changes. The taskforce members have requested that City of Greater Dandenong table this motion on behalf of the taskforce at the 17 May 2019 meeting.

Suggested Wording of Motion

‘Given the rising number of people seeking asylum that have already been removed by the Federal Government, funding for humanitarian relief is immediately required. MAV calls on the State to:

1. Advocate to restore SRSS support for people seeking asylum in the community
2. Increase Victorian Government funding for emergency relief support for people seeking asylum while awaiting the full reinstatement of SRSS policy by Federal Government.’

Proposal

This report proposes that Council endorses submitting a Notice of Motion urging the Victorian Government to provide humanitarian relief and advocacy support for people seeking asylum for consideration by MAV State Council meeting on Friday 17 May 2019.

2.4.1 Municipal Association of Victoria (MAV) Motion re Status Resolution Support Services (SRSS) Advocacy for State Council Meeting (Cont.)

Community Plan 'Imagine 2030' and Council Plan 2017-2021 – 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
- *Lifecycle and Social Support* – The generations supported

Place

- *Safety in Streets and Places* – Feeling and being safe

Opportunity

- *Education, Learning and Information* – Knowledge
- *Leadership by the Council* – The leading Council

Council Plan 2017-2021

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 vibrant, connected and safe community
- A creative city that respects and embraces diversity

Place

- A healthy, liveable and sustainable city

Opportunity

- A diverse and growing economy
- An open and effective Council

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

- People Seeking Asylum and Refugee Action Plan 2018-2011
- Community Wellbeing Plan 2017-2021.

2.4.1 Municipal Association of Victoria (MAV) Motion re Status Resolution Support Services (SRSS) Advocacy for State Council Meeting (Cont.)

Related Council Policies

Diversity, Access and Equity Policy 2015.

Victorian Charter of Human Rights and Responsibilities

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

Financial Implications

There are no financial implications associated with this report.

Consultation

Council officers have consulted with Taskforce Executive members and external agencies providing SRSS support.

Conclusion

This report recommends that Council endorses submitting a Notice of Motion urging the Victorian Government to provide humanitarian relief and advocacy support for people seeking asylum for consideration by MAV State Council meeting on Friday 17 May 2019.

Recommendation

That Council endorses submitting a Notice of Motion urging the Victorian Government to provide humanitarian relief and advocacy support for people seeking asylum for consideration by MAV State Council meeting on Friday 17 May 2019.

2.4.2 List of Registered Correspondence to Mayor and Councillors

File Id:	qA283304
Responsible Officer:	Director Corporate Services
Attachments:	Correspondence Received 1-19 April 2019

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 1-19 April 2019.

Recommendation

That the listed items provided in Attachment 1 for the period 1-19 April 2019 be received and noted.

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

OTHER

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

ATTACHMENT 1

**CORRESPONDENCE RECEIVED
1-19 APRIL 2019**

PAGES 3 (including cover)

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

ORDINARY COUNCIL MEETING - AGENDA

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



Correspondences addressed to the Mayor and Councillors received between 01/04/19 & 19/04/19 - for officer action - total = 6

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Assigned
Complaint from a Dandenong North resident regarding parking in Francesco Drive and Boswell Court (Merit # 1434013) expecting a response by 8 May 2019.	10-Apr-19	11-Apr-19	FA160982	Mayor & Councillors EA
Complaint from Dandenong resident regarding storm water drains flooding in Benga Avenue (Merit #1460679).	11-Apr-19	11-Apr-19	FA161036	Mayor & Councillors EA
Complaint from resident about dumped rubbish and unsightly area along nature strip near 830-850 Princes Highway Springvale (Merit #1473454).	01-Apr-19	02-Apr-19	FA160605	Mayor & Councillors EA
Complaint from Springvale resident regarding numerous issues related to the use of a property in Peace Street, Springvale and the immediate vicinity.	09-Apr-19	09-Apr-19	FA160897	Mayor & Councillors EA
Request from a resident to meet with Mayor regarding a personal matter.	10-Apr-19	10-Apr-19	FA160940	Mayor & Councillors EA
Letter from the Leader of the Victorian Greens calling for submissions to the parliamentary inquiry into recycling and waste management - submissions due by 10/05/2019.	04-Apr-19	04-Apr-19	FA160744	Engineering Services

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

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

Objective

CONNECTED. COLLABORATIVE. COMMUNITY.

Correspondences addressed to the Mayor and Councillors received between 01/04/19 & 19/04/19 - for information only - total = 7

Correspondence Name	Correspondence Dated	Date Record Created	Objective ID	User Assigned
Letter of acknowledgement from the Federal Member for Hotham regarding ongoing funding for universal access to early childhood education.	01-Apr-19	01-Apr-19	A5670412	Mayor & Councillors EA
Letter to Mayor from the Adult, Community and Further Education Board regarding the 2019 Victorian Learn Local Awards - nominations close 14/06/19.	01-Apr-19	02-Apr-19	A5673830	Mayor & Councillors EA
Invitation to the Mayor to attend the cheque presentation from the SUEZ Community Grants Program 2018 to Springvale Neighbourhood House.	02-Apr-19	03-Apr-19	A5676386	Mayor & Councillors EA
Letter of acknowledgment from the Minister for Water regarding land in Dalgety Street, Dandenong.	01-Apr-19	04-Apr-19	A5678633	Mayor & Councillors EA
Letter of thanks from the Office of the Prime Minister of New Zealand.	02-Apr-19	11-Apr-19	A5695754	Mayor & Councillors EA
Letter of acknowledgement from the Minister for Energy, Environment and Climate Change regarding land in Dalgety Street Dandenong.	08-Apr-19	12-Apr-19	A5697702	Mayor & Councillors EA
Request to the Mayor from the Islamic Circle of Australian and New Zealand to support their advocacy efforts in the aftermath of recent events in Christchurch, New Zealand.	09-Apr-19	17-Apr-19	A5707364	Mayor & Councillors EA

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

2.4.3 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 8 & 15, 23 April 2019

File Id: fA25545
Responsible Officer: Director Corporate Services

Report Summary

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

The matters listed in this report were presented to Councillor Briefing Sessions & Pre-Council Meetings in April 2019.

Recommendation Summary

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

2.4.3 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 8 & 15, 23 April 2019 (Cont.)

Matters Presented for Discussion

Item		Briefing Session/Pre-Council Meeting
1	<p>General Discussion</p> <p>Councillors and Council officers briefly discussed the following topics:</p> <ul style="list-style-type: none">a) Outcomes of meetings with Springvale Football Club.b) Success of Youth Showcase.c) Agenda items for Council Meeting 8 April 2019.	8 April 2019
2	<p>Open Space Strategy Review</p> <p>Councillors were provided with a status update of the first phase of the Open Space Strategy Review. Councillors were requested to note the analysis undertaken to date and the upcoming community consultation.</p>	15 April 2019
3	<p>General Discussion</p> <p>Councillors and Council officers briefly discussed the following topics:</p> <ul style="list-style-type: none">a) Consideration of proposed land parcels for acquisition for public open space (CONFIDENTIAL).b) Issues surrounding charity bins on VicTrack land.c) Successful Council events held over the weekend.d) New name for The City magazine.e) Update on application of permits by the Springvale Football Club.f) Information session held by SEMMA in relation to accessing the European region via the Netherlands.g) Issues with smell emanating from drainage pipes in Lonsdale Street near Walker Street.h) Parking and property crossings in Bakers Road, Dandenong North.i) Agenda items for the Council Meeting of 23 April 2019.	15 April 2019

2.4.3 Report on Matters Discussed at Councillor Briefing Sessions & Pre-Council Meetings - 8 & 15, 23 April 2019 (Cont.)

4	<p><i>General Discussion</i></p> <p>Councillors and Council officers briefly discussed the following topics:</p> <ul style="list-style-type: none">a) Submissions for Parliamentary Inquiry into Recycling and Waste Management.b) Recent fire at Council property in Lonsdale Street, Dandenong.c) Update on inquiry into I Cook Foods (the CEO disclosed a conflict of interest in this item and left the room during discussion).d) Open space acquisitions across the municipality.e) Trader issues at the Dandenong Market (Cr Memeti disclosed a conflict of interest in this item and left the room during discussion).f) Parking at the Civic Centre.g) Agenda items for the Council Meeting of 23 April 2019.	23 April 2019
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Apologies

- Cr Zaynoun Melhem and Cr Loi Truong submitted apologies for the Pre-Council Meeting on 8 April 2019.
- Cr Loi Truong submitted an apology for the Councillor Briefing Session on 15 April 2019.

Recommendation

That:

1. **the information contained in this report be received and noted; and**
2. **the information discussed at the above listed Councillor Briefing Sessions/Pre-Council Meetings that was declared confidential in Item 3(a) by the Chief Executive Officer under Sections 77 and 89 of the *Local Government Act 1989* remains confidential until further advisement unless that information becomes the subject of a subsequent Council report.**

3 NOTICES OF MOTION

A notice of motion is a notice setting out the text of a motion proposed to be moved at the next relevant meeting. It must be in writing, signed by a Councillor, and be lodged with the Chief Executive Officer in sufficient time for him or her to give each Councillor at least 72 hours notice of such notice.

The guidelines for submitting a notice of motion to a Council meeting are included in the current Meeting Procedure Local Law.

4 REPORTS FROM COUNCILLORS/DELEGATES AND COUNCILLORS' QUESTIONS

At each Ordinary Meeting of Council all Councillors will have the opportunity to speak for exactly four (4) minutes on any meetings, conferences or events they have recently attended.

If a Councillor chooses to speak, the name of the conference/event and the Councillor will be noted in the Minutes for that meeting. If a Councillor requires additional information on the conference/event to be listed in the Minutes, they must submit it in writing to a Member of Governance by 9am the day following the meeting.

Question time is provided to enable Councillors to address questions to the Administration. The guidelines for asking questions at a Council meeting are included in the current Meeting Procedure Local Law.

5 QUESTION TIME - PUBLIC

Question Time at Council meetings provides an opportunity for members of the public in the gallery to address questions to the councillors and/or officers of the City of Greater Dandenong.

Questions from the Gallery

1. Members of the public may submit questions from the gallery by completing a '*Ask a Question at a Council meeting*' form available at Council meetings and at www.greaterdandenong.com under Council - Council Meetings. Questions are limited to a maximum of three (3) questions per individual and a maximum of 300 words per question including the preamble.

2. Questions will be read aloud and in most cases an answer will be given on the spot. However, sometimes a councillor/officer may indicate that they require further time to research an answer. In this case the answer will be made in writing to the person who asked the question and may also appear in the Question Time Responses section at www.greaterdandenong.com under Council - Council Meetings.

3. Questions will be answered unless the Chairperson and/or Chief Executive Officer has determined that the relevant question relates to:

- personnel matters,
- the personal hardship of any resident or ratepayers,
- industrial matters,
- contractual matters,
- proposed developments,
- legal advice,
- matters affecting the security of Council property,
- any other matter which Council considers would prejudice the Council or any person,
- a matter which may disadvantage Council or any person,
- a matter in respect of which Council has no power to act,
- a question that is defamatory, indecent, abusive or objectionable in language or substance and is asked to embarrass a Councillor or Council officer,
- a question that is repetitive of a question already answered (whether at the same or an earlier meeting).

No debate or discussion of a question or an answer shall be permitted other than for the purposes of clarification.

Every question will receive a written reply, even if it is answered at the meeting.

6 URGENT BUSINESS

No business may be admitted as urgent business unless it:

- a. Relates to or arises out of a matter which has arisen since distribution of the Agenda.
- b. Cannot safely or conveniently be deferred until the next ordinary meeting and unless agreed to by a majority of those Councillors present at the meeting.